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MONTANA DEPARTMENT OF COMMERCE



PROFESSIONAL & OCCUPATIONAL LICENSING BUREAU

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FOR THE
BIENNIUM ENDING
JUNE 30, 1985

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DEPARTMENT OF COMMERCE
DIVISION OF BUSINESS REGULATION



TED SCHWINDEN, GOVERNOR

1424 9TH AVENUE

STATE OF MONTANA

(406) 444 3737

HELENA, MONTANA 59620 0407

The Honorable Ted Schwinden, Governor
State of Montana
State Capitol
Helena, Montana 59620

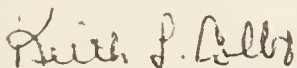
Dear Governor Schwinden:

In accordance with the requirements of Sections 37-1-106, MCA and 2-7-102, MCA, there is herewith transmitted to you and members of the 49th Legislature, the biennial report for the biennium ending June 30, 1985 of the Professional and Occupational Licensing Bureau, Department of Commerce.

This report has been prepared by the Bureau in cooperation with the 28 professional and occupational licensing boards.

This biennial report contains a summary of board activities; board goals and objectives; a detailed breakdown of board revenues and expenditures; statistics illustrating board activities concerning licensing; summary of complaints received and disposition; number of licenses revoked or suspended; legislative or court action affecting the boards; and other information the Department of Board considers relevant.

Sincerely,


Keith Colbo,
Director

KC/jmg



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BOARD OF ARCHITECTS

I. GOALS AND OBJECTIVES

Goals: The practice of architecture is a profession regulated by the state of Montana to promote, preserve, and protect the public health, safety, and welfare. Control and regulation of the practice of architecture is by trying to assure that those persons who are admitted to practice are qualified and that those who practice maintain certain standards.

Objectives: The Board will continue to implement and enforce standards and rules within its jurisdiction governing the licensing of architects and maintenance of practice standards by professionals. When warranted the Board will investigate complaints and sit in judgment in hearings for the suspension, revocation, or denial of a license. The Board will periodically adopt rules to implement legislative policy.

The Board will continue to monitor expenses and revenues to assure that fees are set commensurate with regulatory program costs; to hold meetings and administer the national ARE examination; to request enhancement of the statutes through appropriate legislative procedures; and to review and renew licenses issued under its jurisdiction.

II. SUMMARY OF BOARD ACTIVITIES

Three Board meetings were held in FY 84 and four Board meetings were held in FY 85. The Board administered the national examination once in FY 84 and FY 85. In FY 84 the Board published one Notice of Proposed Rule Change concerning the fee schedule and published one Notice of Adoption. In FY 85 no rule changes or adoptions were published.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|---------------------------------------|--------------|--------------|
| Applications Received by Category | | |
| Examination | 9 | 6 |
| Reciprocity | 30 | 42 |
| New Licenses Granted by Category | | |
| Examination | 10 | 8 |
| Reciprocity | 29 | 41 |
| Licenses Renewed by Category | | |
| Architects | 714 | 712 |
| Total Licensees at FY End by Category | | |
| Architects | 719 | 726 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|---|---|--------------|--------------|
| Branch office not under the control and direction of a Montana resident licensed architect. | Investigated-partnership in question was dissolved-case closed. | 1 | |

BOARD OF ARCHITECTS

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|---|--|--------------|--------------|
| Practicing architecture without a license. | Investigated-person alleged to have been practicing moved out of state. | 3 | |
| | Investigated-person alleged to have been practicing agreed to discontinue any activities that may constitute the practice of architecture-case closed. | 1 | 3 |
| | Investigated-no clear violation-cases closed. | 2 | |
| Engineer practicing architecture without a license. | Investigated-project in question was entirely Federally sponsored and on a Federal Indian Reserve-the Board has no jurisdiction-case closed. | 1 | |
| | Licensed Engineer in question-referred the matter to the Board of Professional Engineers. | 1 | 1 |
| Professional Conduct/ Dispute over fees. | Investigated-the architect refunded the fees in question-case closed. | 1 | |

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTIONS

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------------------|--------------|--------------|
| Revoked | 0 | 0 |
| Suspended | 0 | 0 |
| Failure to Pay Renewal Fee | 18 | 12 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|---------------|-----------------|-----------------|
| REVENUE: | | |
| Original | \$ 860 | \$ 900 |
| Renewal | 25,075 | 34,265 |
| Penalty Fee | 1,320 | 750 |
| Reciprocity | 2,350 | 3,900 |
| Examination | 6,347 | 4,996 |
| Roster | 150 | 81 |
| TOTAL REVENUE | <u>\$36,102</u> | <u>\$44,892</u> |

EXPENDITURES:

| | | |
|----------------------------|-----------------|-----------------|
| PERSONAL SERVICES: | | |
| Salaries | \$10,614 | \$10,920 |
| Other Compensation - Board | 1,600 | 1,650 |
| Employee Benefits | 2,272 | 2,001 |
| TOTAL PERSONAL SERVICES | <u>\$14,486</u> | <u>\$14,571</u> |

BOARD OF ARCHITECTS

| | <u>FY 84</u> | <u>FY 85</u> |
|---|----------------|----------------|
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consultant and Professional Services | \$ 506 | \$ 269 |
| Legal Fees and Court Costs | 1,739 | 1,166 |
| Printing | 564 | 521 |
| Microfilm Services | 0 | 40 |
| Storage Fees | 0 | 16 |
| Written Examinations | 5,493 | 2,752 |
| Secretary of State Filing Fees | 130 | 8 |
| Computer Processing Services | 23 | 11 |
| Systems Development and Supplies | 28 | 71 |
| TOTAL CONTRACTED SERVICES | <u>\$8,483</u> | <u>\$4,854</u> |
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$ 0 | \$ 14 |
| Books and Reference Materials | 8 | 5 |
| Paper | 0 | 16 |
| Office Supplies | 375 | 234 |
| General | 93 | 66 |
| Forms/Non-state Provider | 166 | 0 |
| Printing | 5 | 0 |
| TOTAL SUPPLIES AND MATERIALS | <u>\$647</u> | <u>\$335</u> |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 68 | \$ 94 |
| Telephone - Long Distance | 148 | 181 |
| Postage and Mailing | 1,020 | 1,170 |
| Telephone - STS Usage | 191 | 93 |
| TOTAL COMMUNICATIONS | <u>\$1,427</u> | <u>\$1,538</u> |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 706 | \$ 596 |
| In-state Commercial Transportation | 338 | 0 |
| In-state Other | 11 | 0 |
| In-state Meals | 324 | 95 |
| In-state Lodging | 409 | 42 |
| In-state Motor Pool | 84 | 0 |
| Out-of-state Commercial Transportation | 1,083 | 848 |
| Out-of-state Meals | 207 | 357 |
| Out-of-state Lodging | 1,055 | 2,166 |
| Out-of-state Personal Car Mileage | 246 | 0 |
| Special Fees | 79 | 0 |
| TOTAL TRAVEL | <u>\$4,542</u> | <u>\$4,104</u> |
| RENT: | | |
| Meeting Rooms | \$ 41 | \$ 76 |
| Department of Administration Buildings | 345 | 242 |
| Photocopy Equipment | 0 | 84 |
| TOTAL RENT | <u>\$386</u> | <u>\$402</u> |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | \$80 | \$23 |
| TOTAL REPAIR AND MAINTENANCE | <u>\$80</u> | <u>\$23</u> |

BOARD OF ARCHITECTS

| | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------------|----------------|----------------|
| OTHER EXPENSES: | | |
| Dues | \$ 850 | \$ 850 |
| Registration Fees for Training | 530 | 825 |
| Tuition | 43 | 27 |
| TOTAL OTHER EXPENSES | <u>\$1,423</u> | <u>\$1,702</u> |
| EQUIPMENT: | | |
| Office | \$0 | \$1,616 |
| TOTAL EQUIPMENT | <u>\$0</u> | <u>\$1,616</u> |
| TRANSFER ADMINISTRATIVE COSTS | \$ 3,779 | \$ 3,804 |
| TOTAL ALL EXPENDITURES | \$35,253 | \$32,949 |
| TOTAL APPROPRIATION | \$42,172 | \$44,682 |
| UNEXPENDED APPROPRIATION | \$ 6,919 | \$11,227 |
| CASH BALANCE - FYE | \$41,288 | \$54,095 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|---|----------|
| Bonnie B. Donohue, 1014 Durango, Great Falls, MT | 07/01/85 |
| George A. Page, A.I.A., P. O. Box 3005, Great Falls, MT | 03/27/87 |
| Robert C. Utzinger, A.I.A., MSU, Bozeman, MT | 03/27/86 |
| Jerrell Ballas, A.I.A., P. O. Box 7547, Missoula, MT | 03/27/88 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

None

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

To up-grade automation of the renewal process. Continue to up-date rules and statutes through appropriate procedures. Continue to actively participate in Regional and National meetings. Continue to actively participate in developing an alternative route for meeting educational/practical experience requirements. Explore the possibility of implementing a mandatory Intern Architect Development Program.

BOARD OF ATHLETICS

I. GOALS AND OBJECTIVES

Goals: To protect the public from fraud in athletic events, and to issue licenses to those promoters that are determined to be competent and financially able to meet the conditions of staging a professional boxing or wrestling match.

Objectives: To assure the public that professional boxing and wrestling events held in this state are conducted as provided by law and rules of the Boards. To require that all boxers and wrestlers meet minimum physical requirements and all parties connected with a professional boxing or wrestling match are licensed by the Board. To provide for qualified and competent officials and to provide for Board members and staff to be present at all professional boxing and wrestling events.

II. SUMMARY OF BOARD ACTIVITIES

One conference call meeting and one boxing card were held in FY 84. Two Board meetings and one boxing card were held in FY 85.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|------------|--------------|--------------|
| Promoter | | 1 |
| Boxers | | 8 |
| Attendants | | 7 |
| Officials | | 3 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--|---|--------------|--------------|
| One complaint received to overturn boxing match decision. | Dismissed as Board had no authority to overturn officials decision. | | 1 |
| Boxer wanted payment and his championship belt back from manager who was out of state. | Tried to resolve matter which was personal. Turned over to California Boxing Commission and USBA. | | 1 |

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

None

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|--------------------|--------------|----------------|
| REVENUE: | | |
| License Fees | | \$ 230 |
| Gross Proceeds Tax | | 1,641 |
| TOTAL REVENUE | | <u>\$1,871</u> |

BOARD OF ATHLETICS

| | <u>FY 84</u> | <u>FY 85</u> |
|--|----------------|----------------|
| EXPENDITURES: | | |
| PERSONAL SERVICES: | | |
| Salaries | \$1,496 | \$1,797 |
| Other Compensation | 400 | 500 |
| Employee Benefits | 291 | 343 |
| TOTAL PERSONAL SERVICES | <u>\$2,187</u> | <u>\$2,640</u> |
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consultant and Professional Services | \$ 215 | \$ 0 |
| Legal Fees and Court Costs | 176 | 238 |
| Printing | 247 | 0 |
| Secretary of State Filing Fees | 780 | 8 |
| Computer Processing Services | 212 | 11 |
| Systems Development and Supplies | 0 | 44 |
| TOTAL CONTRACTED SERVICES | <u>\$1,630</u> | <u>\$301</u> |
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$0 | \$ 2 |
| Office Supplies/Central Stores | 0 | 10 |
| Books and Reference Materials | 5 | 0 |
| TOTAL SUPPLIES AND MATERIALS | <u>\$5</u> | <u>\$12</u> |
| COMMUNICATIONS: | | |
| Telephone - Local Service & Equipment | \$35 | \$ 44 |
| Telephone - Long Distance Use | 0 | 21 |
| Postage and Mailing | 53 | 72 |
| Telephone - STS Usage | 8 | 77 |
| TOTAL COMMUNICATIONS | <u>\$96</u> | <u>\$214</u> |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$106 | \$453 |
| In-state Commercial Transportation | 0 | 5 |
| In-state Meals | 7 | 118 |
| In-state Lodging | 3 | 91 |
| Out-of-state Commercial Transportation | 263 | 0 |
| Out-of-state Meals | 109 | 0 |
| Out-of-state Lodging | 193 | 0 |
| TOTAL TRAVEL | <u>\$681</u> | <u>\$667</u> |
| RENT: | | |
| Other Equipment | \$ 0 | \$ 60 |
| Photocopy Equipment | 0 | 9 |
| Department of Administration Buildings | 52 | 50 |
| TOTAL RENT | <u>\$52</u> | <u>\$119</u> |
| TOTAL REPAIR AND MAINTENANCE: | \$9 | \$7 |
| OTHER EXPENSES: | | |
| Dues | \$ 150 | \$ 250 |
| Freight and Express | 0 | 16 |
| Indirect Administrative Costs | 1,424 | 1,424 |
| TOTAL OTHER EXPENSES | <u>\$1,574</u> | <u>\$1,690</u> |

BOARD OF ATHLETICS

| | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------|--------------|--------------|
| TOTAL ALL EXPENDITURES | \$6,234 | \$5,650 |
| TOTAL APPROPRIATION | \$8,898 | \$9,996 |
| UNEXPENDED APPROPRIATION | \$2,664 | \$4,346 |
| CASH BALANCE - FYE | \$9,219 | \$5,772 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|---|----------|
| John R. Halseth, M.D., 1905 Cherry Drive, Great Falls, MT | 04/25/86 |
| John Svaldi, 1734 Whitman, Butte, MT | 04/25/86 |
| Gene B. Daly, 2480 E. Broadway 7-B, Helena, MT | 04/25/86 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

H.B. 306, Chapter 97, Montana Session Laws 1985 provided for Board jurisdiction over "so you think you are tough" boxing matches and mud wrestling; in addition it granted authority to the Board to review and overturn decisions made by officials.

BOARD OF BARBERS

I. GOALS AND OBJECTIVES

Goals: To assure the public that all barbers meet minimum standards of competency, knowledge, and training; to assure the public that all barbershops are operated and maintained in a sanitary condition; to assure the public that all barber schools have a curriculum, facilities, and personnel to provide basic barbering education and training to students; to examine applicants for licensing; to inspect barbers shops; and to administer law, rules and regulations pertaining to barbers, shops, and schools.

Objectives: Hold four examinations for approximately 20 applicants per examination; inspect all barbers shops and schools at least once per year; and administer rules and regulations pertaining to licensing.

II. SUMMARY OF BOARD ACTIVITIES

Ensured the public that all barbers were properly licensed and in compliance with the sanitation laws of the state; examined all barber applicants to ensure the public that they were qualified to be a barber; and inspected all barber shops to be sure they met the sanitation requirements for the protection of the public health, safety, and welfare.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|--|----------------|----------------|
| Applications Received by Category | | |
| Apprentice | 25 | 29 |
| Registered | 61 | 48 |
| Shops | 50 | 34 |
| TOTAL | <u>136</u> | <u>111</u> |
| Examinations Given by Category (Passing) | | |
| Apprentice | 24 (21) | 29 (27) |
| Registered | 59 (54) | 48 (43) |
| TOTAL | <u>83 (75)</u> | <u>77 (70)</u> |
| New Licenses Granted by Category | | |
| Apprentice | 21 | 27 |
| Registered | 54 | 43 |
| Shops | 50 | 34 |
| TOTAL | <u>125</u> | <u>104</u> |
| Licenses Renewed by Category | | |
| Apprentice | 0 | 0 |
| Registered | 750* | 749 |
| Shops | 249* | 283 |
| TOTAL | <u>999*</u> | <u>1032</u> |
| Total Licensees at FY End by Category | | |
| Apprentice | 19 | 34 |
| Registered | 758 | 797 |
| Shops | 267 | 308 |
| TOTAL | <u>1044</u> | <u>1139</u> |

*In July 1983, the renewal date was changed to April 1, therefore, FY 84 actually shows two renewal periods in one FY. The above figures were obtained by counting the licenses only once, though the revenue shows both renewals.

BOARD OF BARBERS

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--|---|--------------|--------------|
| Complaint by student against school owner-was kicked out of school and lost tuition. | Board met with student and school owner-student enrolled in another school. | 1 | |
| Unlicensed barber working. | Letter written-license obtained. | 1 | 1 |
| Unlicensed barber. | Turned over to county attorney-resolved. | | 1 |

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------------------|--------------|--------------|
| Revoked | 0 | 0 |
| Suspended | 0 | 0 |
| Other Disciplinary Action | 0 | 0 |
| Failure to Pay Renewal Fee | | |
| Barbers | 26 | 53 |
| Shops | 28 | 33 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|-----------------------------|-----------------|-----------------|
| REVENUE: | | |
| College Original/Renewal | \$ 219 | \$ 140 |
| Shop Original/Renewal | 8,025 | 6,150 |
| Barber Original/Renewal | 15,167 | 11,269 |
| Apprentice Original/Renewal | 250 | -10 |
| Barber Penalty | 1,075 | 2,595 |
| Styling License | 180 | 0 |
| Temporary Permit | 0 | 180 |
| Instructor License | 0 | 350 |
| Apprentice Examination | 1,697 | 868 |
| Barber Examination | 1,931 | 1,126 |
| Shop Inspectors | 1,250 | 925 |
| TOTAL REVENUE | <u>\$29,794</u> | <u>\$23,593</u> |

EXPENDITURES:

| | | |
|-------------------------|----------------|----------------|
| PERSONAL SERVICES: | | |
| Salaries | \$5,557 | \$4,837 |
| Other Compensation | 3,300 | 3,450 |
| Employee Benefits | 1,121 | 1,052 |
| TOTAL PERSONAL SERVICES | <u>\$9,978</u> | <u>\$9,339</u> |

| | <u>FY 84</u> | <u>FY 85</u> |
|--|----------------|----------------|
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Legal Fees and Court Costs | \$ 0 | \$ 16 |
| Printing | 437 | 426 |
| Written Examination Fees | 411 | 237 |
| Secretary of State Filing Fees | 270 | 8 |
| Computer Processing Services | 74 | 17 |
| Systems Development and Supplies | 0 | 28 |
| TOTAL CONTRACTED SERVICES | <u>\$1,192</u> | <u>\$732</u> |
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$ 0 | \$ 5 |
| Office Supplies - Central Stores | 34 | 63 |
| Office Supplies - Non-state Provider | 0 | 106 |
| Books and Reference Material | 4 | 0 |
| General | 26 | 0 |
| TOTAL SUPPLIES AND MATERIALS | <u>\$64</u> | <u>\$174</u> |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 50 | \$ 14 |
| Telephone - Long Distance | 328 | 609 |
| Postage and Mailing | 718 | 465 |
| Telephone - STS Usage | 99 | 156 |
| TOTAL COMMUNICATIONS | <u>\$1,195</u> | <u>\$1,244</u> |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$1,909 | \$2,279 |
| In-state Commercial Transportation | 104 | 108 |
| In-state Meals | 543 | 373 |
| In-state Lodging | 668 | 565 |
| In-state Meals Overnight | 0 | 198 |
| Out-of-state Commercial Transportation | 0 | 289 |
| Out-of-state Meals | 0 | 90 |
| Out-of-state Lodging | 0 | 200 |
| TOTAL TRAVEL | <u>\$3,224</u> | <u>\$4,102</u> |
| RENT: | | |
| Meeting Rooms | \$399 | \$258 |
| Photocopy Equipment | 0 | 39 |
| Department of Administration Buildings | 241 | 172 |
| Non-Department of Administration Buildings | 150 | 0 |
| TOTAL RENT | <u>\$790</u> | <u>\$469</u> |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | \$130 | \$0 |
| TOTAL REPAIR AND MAINTENANCE | <u>\$130</u> | <u>\$0</u> |
| OTHER EXPENSES: | | |
| Dues | \$ 50 | \$ 50 |
| Registration Fees for Training Conferences | 0 | 35 |
| Freight and Express | 33 | 15 |
| TOTAL OTHER EXPENSES | <u>\$83</u> | <u>\$100</u> |

BOARD OF BARBERS

| | <u>FY 84</u> | <u>FY 85</u> |
|-------------------------------|--------------|--------------|
| TOTAL OPERATING EXPENSE: | \$ 6,678 | \$ 6,821 |
| TRANSFER ADMINISTRATIVE COSTS | \$ 3,957 | \$ 4,006 |
| TOTAL ALL EXPENDITURES | \$20,613 | \$20,166 |
| TOTAL APPROPRIATION | \$22,242 | \$23,350 |
| UNEXPENDED APPROPRIATION | \$ 1,629 | \$ 3,184 |
| CASH BALANCE - FYE | \$36,002 | \$39,428 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|---|----------|
| Lawrence Sandretto, P. O. Box 353, Red Lodge, MT | 07/01/86 |
| Richard Riley, 600 Central Plaza, Great Falls, MT | 07/01/87 |
| Eugene Thomas, 200 North Main, Anaconda, MT | 07/01/88 |
| Ed Johnston, 403 North Ewing, Helena, MT (Deceased) | 10/01/84 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

Eliminated barber apprenticeship.

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

Require continuing education for chemical applications on the hair and scalp.
Automate renewal process. Set up reciprocal agreements with other states similar to our requirement.

BOARD OF CHIROPRACTORS

I. GOALS AND OBJECTIVES

Goals: To regulate the chiropractic profession in Montana by examining and licensing only those who meet statutory qualifications and to assure the public of professional competency by monitoring all licensees in the chiropractic field.

Objectives: To provide investigations on complaints in an expedient and thorough manner. To work with the Chiropractic Associations' Ethics Committee on unprofessional conduct. To provide daily assistance to all licensees and the public. To hold a minimum of two examinations a year, and to upgrade examination procedures. To revise the chiropractic law in the next legislative session to further protect the public from unprofessional and unqualified persons and to bring the law in focus with changes in chiropractic education.

II. SUMMARY OF BOARD ACTIVITIES

Working with the insurance industry and providing press releases has improved the professional services of chiropractors to the public and insurance industry and has reduced the number of complaints received. The Board upgraded their requirements for admission to the examination by requiring all applicants to pass both parts of the National Board Examination including physiotherapy.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|------------------------------|--------------|--------------|
| Applicants Examined | 32 | 37 |
| Examinations Given (Passing) | 30 | 24 |
| New Licenses Granted | 30 | 24 |
| Licenses Renewed | 215 | 256 |
| Total Licensees at FY End | 215 | 256 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|---|---|--------------|--------------|
| Unlicensed persons practicing chiropractic. | One complaint turned over to county attorney for action. One complaint was resolved by discussing problem with him. | 2 | |
| Improper filing of insurance claims. | Chiropractor agreed to use standard insurance forms and comply with insurance industry regulations. | 1 | |
| Unprofessional conduct. | One investigation revealed that no impropriety occurred-case closed. In the other case, the Board met with both parties-resolved by explanation to the public satisfaction. | 2 | |

BOARD OF CHIROPRACTORS

| | | <u>FY 84</u> | <u>FY 85</u> |
|--|---|--------------|--------------|
| Complaint received from medical doctor against a chiropractor for practicing medicine. | Chairman of the Board met with both parties and the Medical Board-case dismissed. Chiropractor was practicing within scope of chiropractic. | 1 | |
| Complaint filed by one chiropractor against another on poor quality x-rays. | Board investigated and found that electrical surges in the building caused the problem and that it was not the direct fault of the chiropractor taking the x-rays-case dismissed. | | 1 |

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| Other Disciplinary Action | 2 | 0 |
| Failure to Pay Renewal Fee - License Expired | 6 | 5 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------|-----------------|-----------------|
| REVENUE: | | |
| Application | \$ 3,802 | \$ 4,729 |
| Renewal | 11,910 | 12,360 |
| Restoration | 100 | 0 |
| Re-examination | 50 | 0 |
| TOTAL REVENUE | <u>\$15,862</u> | <u>\$17,089</u> |

EXPENDITURES:

| | | |
|----------------------------|----------------|----------------|
| PERSONAL SERVICES: | | |
| Salaries | \$3,606 | \$4,556 |
| Other Compensation - Board | 1,275 | 1,500 |
| Employee Benefits | 686 | 856 |
| TOTAL PERSONAL SERVICES | <u>\$5,567</u> | <u>\$6,912</u> |

OPERATING EXPENSES:

CONTRACTED SERVICES:

| | | |
|--------------------------------------|--------------|--------------|
| Consultant and Professional Services | \$ 0 | \$ 45 |
| Legal Fees and Court Costs | 168 | 0 |
| Printing | 323 | 311 |
| Secretary of State Filing Fees | 167 | 8 |
| Computer Processing Services | 101 | 11 |
| Systems Development and Supplies | 0 | 28 |
| TOTAL CONTRACTED SERVICES | <u>\$759</u> | <u>\$403</u> |

SUPPLIES AND MATERIALS:

| | | |
|--------------------------------------|-------------|--------------|
| Photo and Reproduction | \$10 | \$138 |
| Books and Reference Materials | 1 | 43 |
| Office Supplies - Central Stores | 46 | 97 |
| Office Supplies - Non-state Provider | 0 | 2 |
| General | 19 | 0 |
| TOTAL SUPPLIES AND MATERIALS | <u>\$76</u> | <u>\$280</u> |

| BOARD OF CHIROPRACTORS | <u>FY 84</u> | <u>FY 85</u> |
|---|----------------|----------------|
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 70 | \$ 43 |
| Telephone - Long Distance | 254 | 461 |
| Postage and Mailing | 487 | 484 |
| Telephone - STS Usage | 110 | 172 |
| TOTAL COMMUNICATIONS | <u>\$921</u> | <u>\$1,160</u> |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 578 | \$ 508 |
| In-state Commercial Transportation | 181 | 266 |
| In-state Other | 0 | 222 |
| In-state Meals | 252 | 288 |
| In-state Lodging | 255 | 345 |
| In-state Motor Pool | 42 | 59 |
| Out-of-state Commercial Transportation | 783 | 1,046 |
| Out-of-state Meals | 113 | 180 |
| Out-of-state Lodging | 300 | 475 |
| TOTAL TRAVEL | <u>\$2,504</u> | <u>\$3,389</u> |
| RENT: | | |
| Meeting Rooms | \$86 | \$460 |
| Photocopy Equipment | 0 | 46 |
| Department of Administration Buildings | 0 | 50 |
| TOTAL RENT | <u>\$86</u> | <u>\$556</u> |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | \$27 | \$7 |
| TOTAL REPAIR AND MAINTENANCE | <u>\$27</u> | <u>\$7</u> |
| OTHER EXPENSES: | | |
| Dues | \$ 100 | \$ 100 |
| Subscriptions | 0 | 125 |
| Registration Fees | 150 | 170 |
| Indirect - Administrative Costs | 1,636 | 1,656 |
| Freight | 0 | 2 |
| TOTAL OTHER EXPENSES | <u>\$1,886</u> | <u>\$2,053</u> |
| EQUIPMENT: | | |
| Office | \$19 | \$50 |
| TOTAL EQUIPMENT | <u>\$19</u> | <u>\$50</u> |
| TOTAL ALL EXPENDITURES | \$11,844 | \$14,810 |
| TOTAL APPROPRIATION | \$16,304 | \$17,255 |
| UNEXPENDED APPROPRIATION | \$ 4,460 | \$ 2,445 |
| CASH BALANCE - FYE | \$ 4,618 | \$ 7,001 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|---|----------|
| Carrol Albert, D.C., 219 Second Street North, Great Falls, MT | 01/09/85 |
| C. R. Grow, D.C., 114 Main Street, Wolf Point, MT | 01/09/87 |
| Rudy Glatz, P. O. Box 186, Winnett, MT | 01/09/87 |
| Pat Pardis, D.C., 111 Main Street, Shelby, MT | 01/09/89 |
| Roger Combs, D.C., 410 Mineral Avenue, Libby, MT | 01/09/88 |

BOARD OF CHIROPRACTORS

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

None

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

(1) Update oral-practical examination to structured procedure, (2) Take a more active role in Federation of Chiropractic Licensing Boards by having more than one Board member or staff attend regional and national meetings and becoming committee task force members, and (3) Revise and upgrade the law to provide for updated chiropractic principals of practice, to prohibit certain procedures for public protection, provide for stricter academic qualifications and examination procedures and to define rulemaking authority in more detail.

BOARD OF COSMETOLOGISTS

I. GOALS AND OBJECTIVES

Goals: To protect the health, safety and welfare of the public; to promote the professional and ethical standards of cosmetology and electrology.

Objectives: To continue to improve and revise the laws and rules governing cosmetology whenever appropriate; and to meet the best interests of the consuming public along with a continued awareness of upgrading the professional standards of the practitioners.

II. SUMMARY OF BOARD ACTIVITIES

To continue their study of improving education and examinations for instructors and students of cosmetology, thereby ensuring that only qualified persons may teach and practice cosmetology and electrology in Montana.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|---|--------------|--------------|
| Applications Received by category | | |
| Students and Instructors | 250 | 464 |
| Reciprocal | 40 | 26 |
| Salons | 133 | 148 |
| Registered Students | 502 | 383 |
| Reciprocal Electrologists | 1 | 0 |
| Electrolysis Salons | 1 | 2 |
| Schools | 1 | 2 |
| Examinations Given by Category (Passing) | | |
| Students | 289 | 283 |
| Instructors | 20 | 10 |
| New Licenses Granted by Category | | |
| Manager/Operators (2 Year License) | 329 | 375 |
| Salons | 133 | 148 |
| Instructors | 20 | 18 |
| Schools | 1 | 1 |
| Licenses Renewed by Category | | |
| Manager/Operators (2 Year License) | 1,614 | 3,584 |
| Salons | 843 | 894 |
| Instructors | 89 | 89 |
| Schools | 15 | 16 |
| Electrologists | 24 | 27 |
| Electrolysis Salons | 17 | 18 |
| Total Licensees at FY End by Category | | |
| Salons | 874 | 888 |
| Schools | 15 | 16 |
| Manager/Operators (2 Year and 1 Year License) | 1,666 | 3,778 |
| Instructors | 91 | 91 |
| Electrologists | 24 | 27 |
| Electrolysis Salons | 18 | 16 |

BOARD OF COSMETOLOGISTS

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--|---|--------------|--------------|
| Letter from licensee complaining of 2 licensees practicing in their homes-unlicensed establishments. | Letter written to licensees advising of allegations made-if doing so, were in violation. Letter from attorney of one licensee-advised that licensee would cease activity. Second licensee responded by letter -would refrain from practicing in home. | 5 | 4 |
| Complaint from an attorney on behalf of licensed electrologist regarding Board use of "Salon" on inspection reports. Said terminology due to being only legal right to that terminology, due to being registered through the Secretary of State. | Reply to attorney from Board that "Salon" would be eliminated from inspection reports, however, use of Salon was to be continued. Reference was made to 37.32.304, M.C.A. | | |
| Complaint from electrology school out of state that Montana would not accept training from their school. | Letter of reply from Board that upon receipt of diploma certifying required hours, applicant would be accepted for examination. | | |
| Complaint from an attorney concerning treatment of a client's daughter in a salon. | Letter of reply from Board noting services rendered did not fall within authority of Board, but would be a civil matter. | | |
| Complaint from licensee of ad in local paper for hair-cuts in privacy of patrons' homes. | Per phone call concerning ad, licensee apologized, stating was unaware doing so was a violation. | | |
| Complaints from an electrologist concerning ads placed in yellow pages of telephone directories for "Removetron" as a permanent method of hair removal. | Complainant advised this was not within Board authority. Board does not have control over ads placed in yellow pages of telephone directories. | | |
| Complaint from a licensee that a licensed person was practicing in unlicensed home for compensation. | Per phone call, licensee denied the allegation. | | |

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

None

BOARD OF COSMETOLOGISTS

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|--|-----------------|------------------|
| REVENUE: | | |
| Temporary Licenses | \$ 1,694 | \$ 3,254 |
| Manager-Operator Licenses | 34,980 | 94,440 |
| Instructors | 1,370 | 2,285 |
| Teacher Training/Advanced Training/Schools | 1,800 | 3,025 |
| Duplicate Licenses | 214 | 297 |
| Student Registration | 7,675 | 8,390 |
| Penalty Fees | 7,720 | 10,129 |
| Reciprocal License Fees | 3,445 | 3,930 |
| Electrology | 1,229 | 3,060 |
| Student/Instructor Examinations | 12,825 | 19,805 |
| Salon/School - Initial Inspection | 4,385 | 7,540 |
| Documents and Supplies | 766 | 1,284 |
| TOTAL REVENUE | <u>\$78,103</u> | <u>\$157,439</u> |

EXPENDITURES:

PERSONAL SERVICES:

| | | |
|----------------------------|-----------------|-----------------|
| Salaries | \$45,267 | \$35,208 |
| Other Compensation - Board | 525 | 2,225 |
| Employee Benefits | <u>9,541</u> | <u>7,117</u> |
| TOTAL PERSONAL SERVICES | <u>\$55,333</u> | <u>\$44,550</u> |

OPERATING EXPENSES:

CONTRACTED SERVICES:

| | | |
|--------------------------------------|----------------|----------------|
| Consultant and Professional Services | \$ 750 | \$2,032 |
| Legal Fees and Court Costs | 287 | 1,287 |
| Data Processing Services | 154 | 67 |
| Printing | 684 | 1,920 |
| Written Examination Fees | 1,156 | 1,341 |
| Consultant and Other Travel | 1,189 | 1,563 |
| Secretary of State Filing Fees | 660 | 38 |
| Computer Processing Services | 154 | 67 |
| Microfilm Services | 0 | 74 |
| Systems Development and Supplies | 0 | 98 |
| General | <u>0</u> | <u>93</u> |
| TOTAL CONTRACTED SERVICES | <u>\$5,034</u> | <u>\$8,580</u> |

SUPPLIES & MATERIALS:

| | | |
|--------------------------------------|--------------|--------------|
| Books and Reference Materials | \$ 11 | \$ 0 |
| Paper | 1 | 12 |
| Office Supplies - Central Stores | 55 | 191 |
| Office Supplies - Non-state Provider | 122 | 203 |
| Photo and Reproduction | <u>0</u> | <u>20</u> |
| TOTAL SUPPLIES & MATERIALS | <u>\$229</u> | <u>\$426</u> |

COMMUNICATIONS:

| | | |
|---|----------------|----------------|
| Telephone - Local Service and Equipment | \$ 184 | \$ 310 |
| Telephone - Long Distance | 291 | 322 |
| Postage and Mailing | 1,906 | 2,645 |
| Telephone - STS Usage | 820 | 1,146 |
| Advertising | 0 | 467 |
| Telephone - One-time Charge | <u>0</u> | <u>3</u> |
| TOTAL COMMUNICATIONS | <u>\$3,201</u> | <u>\$4,893</u> |

BOARD OF COSMETOLOGISTS

| | <u>FY 84</u> | <u>FY 85</u> |
|--|-----------------|----------------|
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 2,259 | \$1,912 |
| In-state Commercial Transportation | 332 | 280 |
| In-state Motor Pool | 3,356 | 104 |
| In-state Other | 8 | 212 |
| In-state Meals | 2,683 | 609 |
| In-state Lodging | 3,139 | 833 |
| Out-of-state Commercial Transportation | 2,783 | 1,168 |
| Out-of-state Meals | 844 | 293 |
| Out-of-state Lodging | 1,233 | 379 |
| Out-of-state Personal Car Mileage | 0 | 289 |
| TOTAL TRAVEL | <u>\$16,637</u> | <u>\$6,079</u> |
| RENT: | | |
| Meeting Rooms | \$ 335 | \$ 450 |
| Department of Administration Buildings | 1,648 | 1,377 |
| Photocopy Equipment | 0 | 137 |
| TOTAL RENT | <u>\$1,983</u> | <u>\$1,964</u> |
| REPAIR & MAINTENANCE: | | |
| Maintenance Contracts | <u>\$154</u> | <u>\$90</u> |
| TOTAL REPAIR & MAINTENANCE | <u>\$154</u> | <u>\$90</u> |
| OTHER EXPENSES: | | |
| Dues | \$155 | \$155 |
| Registration Fees for Training | 456 | 190 |
| Tuition | 0 | 45 |
| Freight and Express | 0 | 12 |
| Photo and Film Processing | 0 | 16 |
| TOTAL OTHER EXPENSES | <u>\$611</u> | <u>\$418</u> |
| EQUIPMENT: | | |
| Office | <u>\$0</u> | <u>\$83</u> |
| TOTAL EQUIPMENT | <u>\$0</u> | <u>\$83</u> |
| TOTAL OPERATING EXPENSES | \$ 27,849 | \$ 22,533 |
| TRANSFER ADMINISTRATIVE COSTS | \$ 22,749 | \$ 23,027 |
| TOTAL ALL EXPENDITURES | \$105,931 | \$ 90,110 |
| TOTAL APPROPRIATION | \$120,474 | \$128,050 |
| UNEXPENDED APPROPRIATION | \$ 11,002 | \$ 34,087 |
| CASH BALANCE - FYE | \$ 26,916 | \$136,576 |

BOARD OF DENTISTRY

I. GOALS AND OBJECTIVES

Goals: The practice of dentistry is a profession regulated by the state of Montana to promote, preserve and protect the public health, safety and welfare. Control and regulation of the practices of dentistry and dental hygiene are maintained by trying to assure that those persons who are admitted to practice are qualified and that those who practice maintain certain standards.

Objectives: The Board will continue to implement and enforce standards and rules within its jurisdiction governing the licensing of dentists and dental hygienists, certification of dental assistants and denturists to take x-rays, the permitting of administration of anesthetics including on-site office facility inspections, and maintenance of practice standards by professionals. When warranted the Board will investigate complaints and sit in judgment at hearings for the suspension, revocation, or denial of a license. The Board will periodically adopt rules to implement legislative policy.

The Board will continue to monitor expenses and revenues to assure that fees are set commensurate with regulatory program costs; to hold meetings and administer examinations; to perform on-site inspections of dental facilities where general anesthesia or conscious sedation is administered; to request enhancement of statutes through appropriate legislative procedures; to approve continuing education courses for the administration of anesthesia; and to review and renew licenses issued under its jurisdiction.

The Board will explore the feasibility of establishing an Impaired Professionals Program.

II. SUMMARY OF BOARD ACTIVITIES

Four Board meetings were held in FY 84 and five Board meetings and one conference call were held in FY 85. The Board scheduled three examinations in FY 84 and four examinations in FY 85. One formal disciplinary hearing was held in FY 85. In FY 84 and in FY 85 three Notices of Proposed Board Rule Changes were published. In FY 84 two formal rule hearings were held. There were no rule hearings held in FY 85. In FY 84 and in FY 85 one Notice of Adoption was published. In FY 85 the Board published one Notice to Vacate the proposed rules. Rules proposed in the biennium included Allowable Functions for Dental Auxiliaries, Standards for Dental Anesthesia, Interpretive Rules for Advertising, Fee Schedules, Examinations, Identification of Dentures, and Active/Inactive Renewal Licensure.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| Applications Received by Category | | |
| Dentists | 45 | 20 |
| Dental Hygienists | 33 | 12 |
| Jurisprudence Examinations by Category | | |
| Dentists (Passing) | 37 | 27 |
| Dental Hygienists (Passing) | 27 | 24 |

BOARD OF DENTISTRY

| | <u>FY 84</u> | <u>FY 85</u> |
|---------------------------------------|--------------|--------------|
| New Licenses Granted by Category | | |
| Dentists | 37 | 27 |
| Dental Hygienists | 27 | 24 |
| Licenses Renewed by Category | | |
| Dentists | 828 | 853 |
| Dental Hygienists | 331 | 344 |
| Total Licensees at FY End by Category | | |
| Dentists | 828 | 857 |
| Dental Hygienists | 334 | 362 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--|--|--------------|--------------|
| Gross malpractice or repeated malpractice. | Investigated-no evidence that the doctor provided improper treatment -case closed. | 1 | |
| | Investigated-no evidence of wrongful treatment or omission by dentist -case closed. | 1 | 2 |
| | Investigated-Summary Suspension of License, Board restricted the use of general anesthesia in the doctor's office. | | 1 |
| | Investigated-informal letter of warning. | | 1 |
| Malpractice/unprofessional conduct/use of unlicensed dental auxiliaries. | Investigated-violation substantiated- Settlement Agreement, license suspension deferred for a period of two years. | 2 | |
| | Investigated-Notice of proposed Board action served-pending. | | 1 |
| | Under investigation. | | 1 |
| Unprofessional conduct/overbilling. | Investigated-violation substantiated- Settlement Agreement, one month suspension. | 1 | |
| | Investigated-no evidence of intent to overcharge insurance companies -informal letter of warning. | | 1 |
| Misleading advertising. | Advertising deemed not inherently misleading. | | 1 |
| | Referred to ADA for ruling. | | 2 |

| BOARD OF DENTISTRY | | | |
|--|---|--------------|--------------|
| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
| Misleading advertising/fees. | Investigated-violation substantiated- dentist ordered to refund monies to insurance companies. | 1 | |
| Denturists/practicing | Closed-based on adoption of initiative. | 3 | |
| | Injunction sought-closed-based on adoption of initiative. | 1 | |
| | Complaint withdrawn. | 1 | |
| Excessive purchase of prescription drugs. | Investigated-quantity of drugs purchased substantiated by doctor-no violation found-case closed. | 1 | |
| Unprofessional conduct/fees | Investigated-doctors acted in best interests of patients-no Board authority over fees charged by dentists-case closed. | 1 | |
| | Investigated-case had gone to court on civil suit-Judge ruled that patient had to pay for the dental services -Board accepted court findings-case closed. | | 1 |
| | Insufficient cause for Board action reflected on face of complaint. | | 1 |
| Unlicensed dental auxiliaries performing dental hygiene functions. | Investigated-case closed for lack of evidence. | 1 | |
| | Investigated-Notice of proposed Board action served-case is pending. | | 1 |
| Fees | No Board authority. | 1 | 1 |
| Unauthorized release of dental records. | Investigated-no violation. | | 1 |

*One malpractice suit is still pending from FY 82.

| V. <u>NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION</u> | | | |
|--|--------------|--------------|--|
| | <u>FY 84</u> | <u>FY 85</u> | |
| Revoked | 0 | 0 | |
| Suspended | 1 | 0 | |
| Summary Restriction | 1 | 0 | |
| Deferred Suspension | 2 | 0 | |
| Letter of Warning | 0 | 3 | |
| Failure to Pay Renewal Fee | | | |
| Dentists | 9 | 3 | |
| Dental Hygienists | 9 | 3 | |

BOARD OF DENTISTRY

FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|---|-----------------|-----------------|
| REVENUE: | | |
| Dentists Original | \$ 1,380 | \$ 570 |
| Dentists Renewal | 28,105 | 28,805 |
| Dentists Penalty Fees | 2,970 | 600 |
| Hygienists Original | 1,110 | 370 |
| Hygienists Renewal | 10,100 | 10,320 |
| Copies of Documents | 70 | 130 |
| Dentists Initial Examination | 2,100 | 900 |
| Hygienists Initial Examination | 2,060 | 570 |
| Dentists Re-examination | 0 | 50 |
| TOTAL REVENUE | <u>\$47,895</u> | <u>\$42,315</u> |
| EXPENDITURES: | | |
| PERSONAL SERVICES: | | |
| Salaries | \$11,048 | \$12,053 |
| Other Compensation - Board | 2,600 | 3,200 |
| Employee Benefits | 2,352 | 2,281 |
| TOTAL PERSONAL SERVICES | <u>\$16,000</u> | <u>\$17,534</u> |
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consultant and Professional Services | \$ 5,245 | \$ 3,320 |
| Legal Fees and Court Costs | 5,427 | 11,456 |
| Printing | 856 | 551 |
| Microfilm Services | 0 | 34 |
| Consultant and Other Travel | 0 | 278 |
| Secretary of State Filing Fees | 548 | 443 |
| Computer Processing Services | 350 | 296 |
| Systems Development and Supplies | 540 | 644 |
| General | 0 | 142 |
| TOTAL CONTRACTED SERVICES | <u>\$12,966</u> | <u>\$17,164</u> |
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$ 23 | \$ 18 |
| Books and Reference Materials | 114 | 103 |
| Paper | 0 | 4 |
| Office Supplies | 135 | 473 |
| Photographic | 0 | 2 |
| General | 302 | 47 |
| TOTAL SUPPLIES AND MATERIALS | <u>\$574</u> | <u>\$647</u> |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 52 | \$ 129 |
| Telephone - Long Distance | 100 | 490 |
| Postage and Mailing | 1,348 | 1,386 |
| Advertising | 11 | 0 |
| Telephone - STS Usage | 311 | 469 |
| TOTAL COMMUNICATIONS | <u>\$1,822</u> | <u>\$2,474</u> |

BOARD OF DENTISTRY

| | <u>FY 84</u> | <u>FY 85</u> |
|--|----------------|----------------|
| TRAVEL: | | |
| In-state Personal Car Mileage | \$1,361 | \$2,003 |
| In-state Motor Pool | 0 | 99 |
| In-state Commercial Transportation | 451 | 0 |
| In-state Other | 12 | 4 |
| In-state Meals | 531 | 515 |
| In-state Lodging | 471 | 201 |
| Out-of-state Commercial Transportation | 155 | 2,085 |
| Out-of-state Meals | 113 | 334 |
| Out-of-state Lodging | 357 | 695 |
| Out-of-state Car Rental | 0 | 243 |
| TOTAL TRAVEL | <u>\$3,451</u> | <u>\$6,179</u> |
| RENT: | | |
| Storage | \$340 | \$ 300 |
| Meeting Rooms | 185 | 0 |
| Department of Administration Buildings | 350 | 283 |
| Photocopy Equipment | 0 | 472 |
| TOTAL RENT | <u>\$875</u> | <u>\$1,055</u> |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | <u>\$144</u> | <u>\$15</u> |
| TOTAL REPAIR AND MAINTENANCE | <u>\$144</u> | <u>\$15</u> |
| OTHER EXPENSES: | | |
| Dues | \$350 | \$400 |
| Registration Fees for Training | 140 | 340 |
| Photographic and Film Processing | 9 | 0 |
| Tuition | 0 | 27 |
| TOTAL OTHER EXPENSES | <u>\$499</u> | <u>\$767</u> |
| EQUIPMENT: | | |
| Office | <u>\$0</u> | <u>\$1,616</u> |
| TOTAL EQUIPMENT | <u>\$0</u> | <u>\$1,616</u> |
| TRANSFER ADMINISTRATIVE COSTS | \$ 5,173 | \$ 5,236 |
| TOTAL ALL EXPENDITURES | \$41,504 | \$52,687 |
| TOTAL APPROPRIATION | \$49,699 | \$52,736 |
| UNEXPENDED APPROPRIATION | \$ 8,195 | \$ 49 |
| CASH BALANCE - FYE | \$27,826 | \$22,764 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|--|----------|
| Jeannette S. Buchanan, R.D.H., P. O. Box 2481, Missoula, MT | 03/29/89 |
| Elmer N. Cox, 1925 First Avenue North, Great Falls, MT | 01/04/87 |
| Robert W. Fritz, 907 Helena Avenue, Helena, MT | 03/29/89 |
| Byron J. Greany, D.D.S., 115 West Commercial, Anaconda, MT | 03/29/87 |
| Jack T. Noonan, D.D.S., 114 - 13th Street South, Great Falls, MT | 03/29/88 |
| James W. Olson, D.D.S., 215 North 10th Street, Hamilton, MT | 03/29/86 |
| Robert W. Rector, D.M.D., 424 Third Street, Havre, MT | 03/29/90 |
| David B. Tawney, D.D.S., 1547 South Higgins, Missoula, MT | 03/29/85 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

Chapter 518, L. 1985, An act to require an anesthesiologist, anesthetist, or other trained professional to administer and monitor general anesthetics during dental procedures; to grant the Board of Dentistry authority to adopt rules regulating dental anesthetics and dental advertising.

Chapter 449, L. 1985, An act permitting certain dental hygienists to administer local anesthetic agents; removing the requirement that an applicant for a license to practice dental hygiene submit to an oral interview.

Chapter 548, L. 1985, An act revising, for administrative purposes, the laws relating to regulation of the practice of dentistry; requiring the Board of Dentistry to meet at least twice a year and add a dentist to the Board; abolishing the Fair Practice Committee; providing that funds collected by the Board must be deposited in the State Special Revenue Fund; abolishing provisions for payment of claims that are inconsistent with other state statutes; giving the Board of Dentistry general and specific rulemaking authority; clarifying the Board's right to enter into reciprocal relations with other states and territories; giving the Board additional authority to set and modify fees; giving the Board authority to alter future renewal dates for licenses; giving the Board authority to define by rule unprofessional conduct for the purpose of establishing disciplinary conduct standards; providing for review of contested case decisions of the Board in conformity with the Montana Administrative Procedure Act; providing the Board with authority to sue to enjoin the unlicensed practice of dentistry; providing for Sunset Review; providing procedures for making and fitting partial dentures and for making x-rays; making the provisions of Title 37, Chapter 1, and Title 2, Chapter 4 and 15, applicable to the powers and duties of the Board; making reporting requirements of elderly abuse applicable to denturists; and providing for advertising restrictions.

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

To up-grade automation of the renewal process. Revamp oral examination. Explore feasibility of licensing/certifying dental labs. Continue to up-date rules and statutes through appropriate procedures.

BOARD OF DENTURITRY

I. GOALS AND OBJECTIVES

Goals: To provide freedom in choice of denture services to the public by granting licenses only to those qualified candidates.

Objectives: To assure the public that denture services are performed by licensed denturists; investigate complaints received; proctor examinations; issue licenses to qualified candidates; and monitor continuing education programs for licensees.

II. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

FY 85

Examinations Given
Licenses Issued

12
12

III. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

TYPE OF COMPLAINT

DISPOSITION

FY 85

| | | |
|---|--|---|
| Dentist running a dental lab and using a technician who is posing as a denturist. | Referred to Board of dentistry as no jurisdiction over dentists or unlicensed persons. | 2 |
|---|--|---|

IV. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

None

V. FISCAL INFORMATION

FY 85

REVENUE:

| | |
|-----------------------|----------------|
| Application Fee | \$3,000 |
| Original License Fee | 2,400 |
| Duplicate License Fee | 50 |
| TOTAL REVENUE | <u>\$5,450</u> |

EXPENDITURES:

PERSONAL SERVICES:

| | |
|-------------------------|----------------|
| Salaries | \$ 827 |
| Other Compensation | 450 |
| Employee Benefits | 159 |
| TOTAL PERSONAL SERVICES | <u>\$1,436</u> |

OPERATING EXPENSES:

CONTRACTED SERVICES:

| | |
|--------------------------------------|----------------|
| Consultant and Professional Services | \$ 36 |
| Legal Fees and Court Costs | 1,459 |
| Systems Development and Supplies | 4 |
| Printing | 97 |
| TOTAL CONTRACTED SERVICES | <u>\$1,596</u> |

BOARD OF DENTURITRY

FY 85

SUPPLIES AND MATERIALS:

Office Supplies - Central Stores
Office Supplies - Non-state Provider
TOTAL SUPPLIES AND MATERIALS

\$17
6
\$23

COMMUNICATIONS:

Telephone - Local Service and Equipment
Postage and Mailing
Telephone - STS Usage
TOTAL COMMUNICATIONS

\$ 23
59
31
\$113

TRAVEL:

In-state Personal Car Mileage
In-state Commercial Transportation
In-state Lodging
In-state Meals Overnight
TOTAL TRAVEL

\$101
266
129
118
\$614

RENT:

Photocopy Equipment
TOTAL RENT

\$30
\$30

TOTAL ALL EXPENDITURES

\$3,812

TOTAL APPROPRIATION

\$4,000

UNEXPENDED APPROPRIATION

\$ 188

CASH BALANCE - FYE

\$1,880

VI. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|--|----------|
| Lee Wiser, 111 North C Street, Livingston, MT | 01/11/88 |
| Brent Kandarian, 220 East Center, Kalispell, MT | 01/11/87 |
| Elsie Fox, P. O. Box 222, Miles City, MT | 01/11/87 |
| Henry Siderius, 3020 Highway 93, South Kalispell, MT | 01/11/88 |
| Everett Van Den Eden, 2034 Broadwater Avenue, Billings, MT | 04/18/55 |
| Gayle Rosett, 928 Broadwater, Billings, MT | 01/11/89 |

VII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

Initiative 97, effective December 1, 1984, created the Board of Denturistry. HB 649, Chapter 548, Montana Session Laws 1985 revised the Initiative to grant rulemaking authority; to set and modify fees; deposit of funds; reciprocity; alter renewal dates; establish disciplinary standards; provide for review of contested cases; provide the Board with the authority to sue to enjoin the unlicensed practice of denturistry; provide for sunset review; provide procedures for making and fitting partial dentures and for making x-rays; provide for advertising restrictions; and make reporting requirements of elderly abuse applicable to denturists.

VIII. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

(1) Propose legislation for changes in examination qualifications and procedures and other areas of administrative need; and (2) Draft rules to carry out the provisions of the statute.

STATE ELECTRICAL BOARD

I. GOALS AND OBJECTIVES

Goals: To protect the health and safety of the people of this state from the danger of electrically caused shocks, fires, and explosions. To protect property from the hazard of electrically caused fires and explosions.

Objectives: It is the prime objective of this program to determine that all persons or firms making electrical installations for others are qualified by training and experience and are properly licensed in Montana to engage in the business, trade, or calling of electrical contractor or electrician.

II. SUMMARY OF BOARD ACTIVITIES

Gave six examinations per year to be sure all applicants were qualified to do electrical wiring. Held three board meetings in FY 84, and four in FY 85. Reviewed all applications to be sure each one had the experience required to become an electrician. Worked closely with the inspection division to be sure that all electricians are licensed and follow electrical code for the pro-electricians of the public. Continued the use of the Educational Testing Service, Multi-State Electrical Licensing Test to ensure the examination fairly tests the applicants knowledge, abilities and skills in electricity.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | FY 84 | FY 85 |
|--|----------|----------|
| Applications Received by Category (approved) | | |
| Journeyman | 72(51) | 108(62) |
| Master | 72(40) | 99(47) |
| Residential | 7(5) | 16(7) |
| Contractor | 75 | 75 |
| Examinations Given by Category (passing) | | |
| Journeyman | 116(61) | 85(58) |
| Master | 107(37) | 107(49) |
| Residential | 6(5) | 5(3) |
| Total | 229(103) | 197(110) |
| Passing Ratio | 45% | 56% |
| Reciprocal Applications Received | | |
| Journeyman | 54 | 22 |
| Master | 17 | 8 |
| New Licenses Issued by Category | | |
| Journeyman | 115 | 80 |
| Master | 54 | 57 |
| Residential | 5 | 3 |
| Contractors | 75 | 75 |
| Total | 249 | 215 |

STATE ELECTRICAL BOARD

| | <u>FY 84</u> | <u>FY 85</u> |
|------------------------------|--------------|--------------|
| Licenses Renewed by Category | | |
| Journeyman | 1192 | 1226 |
| Master | 1063 | 1056 |
| Residential | 12 | 7 |
| Contractors | 592 | 625 |
| Total | 2859 | 2914 |

| | | |
|------------------------------------|------|------|
| Total Licensees at FYE by Category | | |
| Journeyman | 1307 | 1306 |
| Master | 1117 | 1113 |
| Residential | 17 | 10 |
| Contractors | 667 | 700 |
| Total | 3108 | 3129 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DIPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------------------|--------------|--------------|
| Master License Complaints | 4 | 3 |
| Resolved | 1 | 3 |
| Unresolved | 2 | 0 |
| Filed with County Attorney | 0 | 0 |
| Suspension of License | 0 | 1 |
| Journeyman License Complaints | 0 | 1 |
| Resolved | 0 | 0 |
| Unresolved | 0 | 1 |
| Non-licensed People Complaints | 6 | 6 |
| Resolved | 2 | 4 |
| Unresolved | 4 | 2 |
| Filed with County Attorney | 4 | 1 |
| No Action Taken with County Attorney | 2 | 0 |

V. LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER
DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|------------------------------|--------------|--------------|
| Revoked | 0 | 0 |
| Suspended | 0 | 1 |
| Failure to Pay Renewal Fees: | | |
| Journeyman | 137 | 81 |
| Master | 62 | 61 |
| Contractors | 83 | 42 |
| Residential | 5 | 10 |

STATE ELECTRICAL BOARD

| VI. FISCAL INFORMATION | FY 84 | FY 85 |
|------------------------------------|-----------|-----------|
| REVENUE: | | |
| Electrical Contractor | \$ 16,335 | \$ 30,685 |
| Master Orig/Renewal | 9,070 | 18,385 |
| Master Delinquent | 143 | 245 |
| Journeyman Orig/Renewal | 4,654 | 8,353 |
| Journeyman Delinquent | 181 | 205 |
| Residential Orig/Renewal | 69 | 173 |
| Residential Delinquent | 8 | 0 |
| Copies of Documents | 70 | 0 |
| Electrician Exam | 1,850 | 1,900 |
| Electrician Reciprocity | 490 | 340 |
| Code Book | 10 | 0 |
| TOTAL REVENUE | \$ 32,880 | \$ 60,286 |
| EXPENDITURES: | | |
| PERSONAL SERVICES: | | |
| Salaries | \$ 26,968 | \$ 21,136 |
| Employee Benefits | 5,395 | 4,218 |
| Other Compensation | 2,650 | 2,850 |
| TOTAL PERSONAL SERVICES | \$ 35,014 | \$ 28,204 |
| CONTRACTED SERVICES: | | |
| Consult. & Prof. Serv. | \$ 172 | \$ 4 |
| Legal Fees & Court Costs | 2,553 | 1,586 |
| Printing | 1,059 | 1,056 |
| Secretary of State Filing Fees | 0 | 8 |
| Computer Proc. Serv./D of A | 303 | 300 |
| Computer Proc. Serv./Non-state | 0 | 25 |
| Sys. Dev. & Sup./D of A | 350 | 359 |
| TOTAL CONTRACTED SERVICES | \$ 4,437 | \$ 3,337 |
| SUPPLIES & MATERIALS: | | |
| Photo & Reproduction | \$ 0 | \$ 8 |
| Maps, Charts & Pamphlets | 1 | 0 |
| Books & Reference Manuals | 34 | 0 |
| Paper/Central Stores | 0 | 12 |
| Supplies/Shop/Tools/Minor Equip | 3 | 0 |
| Photographic | 0 | 9 |
| Office Supplies/Central Store | 115 | 100 |
| Office Supplies/Non-state provider | 142 | 412 |
| General | 28 | 26 |
| TOTAL SUPPLIES & MATERIALS | \$ 323 | \$ 568 |
| COMMUNICATIONS: | | |
| Telephone - Local Serv. & Equip. | \$ 116 | \$ 372 |
| Telephone - Long Distance Use | 79 | 49 |
| Postage & Mailing | 1,810 | 1,226 |
| Advertising | 0 | 27 |
| Telephone - STS Usage | 208 | 128 |
| Telephone - Onetime Charges | 0 | 342 |
| TOTAL COMMUNICATIONS | \$ 2,213 | \$ 2,144 |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 1,990 | \$ 1,768 |
| In-state Motor Pool | 703 | 78 |

| STATE ELECTRICAL BOARD | FY 84 | FY 85 |
|--------------------------------------|-----------|-----------|
| In-state Meals | 927 | 253 |
| In-state Meals Overnight | 0 | 433 |
| In-state Lodging | 1,026 | 706 |
| Out-of-state Commercial Trans. | 0 | 437 |
| Out-of-state Meals | 0 | 80 |
| Out-of-state Lodging | 0 | 149 |
| TOTAL TRAVEL | \$ 4,646 | \$ 3,903 |
| RENT: | | |
| Meeting Rooms | \$ 50 | \$ 114 |
| Photo Copy Equipment | 0 | 88 |
| Rent/D of A Building | 977 | 789 |
| TOTAL RENT | \$ 1,027 | \$ 991 |
| REPAIR & MAINTENANCE: | | |
| Maintenance Contract | \$ 184 | \$ 141 |
| TOTAL REPAIR & MAINTENANCE | \$ 184 | \$ 141 |
| OTHER EXPENSES: | | |
| Registration Fees for Training Conf. | \$ 0 | \$ 25 |
| Relocation | 0 | 95 |
| Tuition | 43 | 50 |
| Indirect Admin. Costs. | 12,933 | 13,091 |
| Photographic & Film Processing | 0 | 3 |
| TOTAL OTHER EXPENSES | \$ 12,967 | \$ 13,263 |
| TOTAL OPERATING EXPENSES | \$ 25,806 | \$ 24,347 |
| EQUIPMENT: | | |
| Office Equipment | \$ 1,250 | \$ 179 |
| TOTAL EQUIPMENT | \$ 1,250 | \$ 179 |
| TOTAL ALL EXPENDITURES | \$ 62,070 | \$ 52,730 |
| TOTAL APPROPRIATION | \$ 69,179 | \$ 73,173 |
| UNEXPENDED APPROPRIATION | \$ 7,110 | \$ 20,446 |
| CASH BALANCE - FYE | \$113,401 | \$114,033 |

VII. BOARD MEMBERSHIP DURING BIENNUM

| | |
|--|---------|
| Albert Bersanti, 2811 Walnut, Butte, MT 59701 | 7/1/89 |
| Kenneth Olsen, P.O. Box 31491, Billings, MT 59107 | 7/1/88 |
| Edger Justesen, 1610 East Ames, Glendive, MT, 59330 | 7/1/87 |
| Jerry L Painter, 121 4th St. N., Suite 2G, Great Falls, MT 59401 | 10/7/83 |
| James Lewis, 714 2nd St., Helena, MT 59601 | 7/1/86 |
| Charles Powell, Box 5, Kalispell, Mt 59901 | 7/1/85 |

VIII. RECOMMENDATION FOR ADMINISTRATION OF PROGRAM

Microfilm all board records and automate all operations of the board.

BOARD OF HEARING AID DISPENSERS

I. GOALS AND OBJECTIVES

Goals: To assure the public that all licensed hearing aid dispensers are duly qualified to dispense and fit hearing aids.

Objectives: To assure the public that persons dispensing hearing aids are fully qualified by proctoring examinations; issue licenses to successful candidates; and to investigate complaints filed against licensees.

II. SUMMARY OF BOARD ACTIVITIES

In FY 85 the Board proposed a complete revision of their statutes. The Board revised the practical examination into a structured oral/practical examination in FY 85. Two Board meetings, two examinations, and one conference call were held in FY 84. In FY 85 two Board meetings and two examinations were held. In FY 84 one rule change was noticed and adopted.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|---------------------------------------|--------------|--------------|
| Applications Received by Category | | |
| Trainee | 19 | 17 |
| Hearing Aid Dispensers (Reciprocal) | 0 | 1 |
| Audiologists | 0 | 7 |
| New Licenses Granted by Category | | |
| Trainee | 17 | 15 |
| Hearing Aid Dispensers | 60 | 11 |
| Licenses Renewed | 0 | 65 |
| Total Licensees at FY End by Category | | |
| Trainees | 17 | 15 |
| Hearing Aid Dispensers | 60 | 65 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|---|---------------------|--------------|--------------|
| Misleading advertising. | Closed. | 2 | 2 |
| Alleged misuse of term "Audiologist." | Closed. | | 2 |
| Unsatisfactory hearing aid leading to refunds. | Closed. Pending | 8 | 4 5 |
| Hearing aid not working- refund not necessary, but must work with person. | Closed. Pending. | 4 | 2 |

BOARD OF HEARING AID DISPENSERS

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--|---------------------|--------------|--------------|
| Using pressure tactics, bolt and switch operations. | Closed. Pending. | 1 | 3 |
| Trainee theft from employer. | Pending. | | 3 |
| Misrepresentation of make of hearing aid. | Closed. | 2 | |
| Paid for hearing aids but never received them. | Closed. | 3 | |

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------------------|--------------|--------------|
| Revoked | 0 | 1 |
| Other Disciplinary Action | 1 | 1 |
| Failure to Pay Renewal Fee | 3 | 14 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|---------------------|----------------|----------------|
| REVENUE: | | |
| Temporary | \$ 730 | \$ 825 |
| Original | 1,360 | 1,120 |
| Renewal | 4,800 | 5,200 |
| Penalty Fee | 24 | 48 |
| Copies of Documents | 48 | 72 |
| TOTAL REVENUE | <u>\$6,962</u> | <u>\$7,265</u> |

EXPENDITURES:

| | | |
|-------------------------|----------------|----------------|
| PERSONAL SERVICES: | | |
| Salaries | \$1,801 | \$2,384 |
| Other Compensation | 800 | 900 |
| Employee Benefits | 355 | 442 |
| TOTAL PERSONAL SERVICES | <u>\$2,956</u> | <u>\$3,726</u> |

| | | |
|--------------------------------------|----------------|----------------|
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consultant and Professional Services | \$ 75 | \$ 3 |
| Legal Fees and Court Costs | 665 | 457 |
| Printing | 139 | 111 |
| Written Examination Fees | 400 | 300 |
| Private Legal Counsel | 0 | 598 |
| Secretary of State Filing Fees | 75 | 8 |
| Computer Processing Services | 118 | 74 |
| Systems Development and Supplies | 125 | 62 |
| TOTAL CONTRACTED SERVICES | <u>\$1,597</u> | <u>\$1,613</u> |

| | | |
|--------------------------------------|------------|-------------|
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$0 | \$ 6 |
| Office Supplies - Central Stores | 0 | 18 |
| Office Supplies - Non-state Provider | 0 | 3 |
| General | 1 | 3 |
| TOTAL SUPPLIES AND MATERIALS | <u>\$1</u> | <u>\$30</u> |

BOARD OF HEARING AID DISPENSERS

| | <u>FY 84</u> | <u>FY 85</u> |
|---|--------------|--------------|
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 0 | \$ 23 |
| Telephone - Long Distance | 20 | 131 |
| Postage and Mailing | 283 | 330 |
| Telephone - STS Usage | 16 | 55 |
| TOTAL COMMUNICATIONS | <u>\$319</u> | <u>\$539</u> |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$371 | \$472 |
| In-state Meals | 162 | 65 |
| In-state Meals Overnight | 0 | 121 |
| In-state Lodging | 110 | 153 |
| TOTAL TRAVEL | <u>\$643</u> | <u>\$811</u> |
| RENT: | | |
| Photocopy Equipment | \$ 0 | \$20 |
| Department of Administration Buildings | 86 | 50 |
| TOTAL RENT | <u>\$86</u> | <u>\$70</u> |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | \$26 | \$0 |
| TOTAL REPAIR AND MAINTENANCE | <u>\$26</u> | <u>\$0</u> |
| OTHER EXPENSES: | | |
| Indirect Administrative Costs | \$354 | \$358 |
| TOTAL OTHER EXPENSES | <u>\$354</u> | <u>\$358</u> |
| TOTAL ALL EXPENDITURES | \$ 5,982 | \$ 7,147 |
| TOTAL APPROPRIATION | \$ 5,732 | \$ 7,681 |
| UNEXPENDED APPROPRIATION | (\$258) | \$ 533 |
| CASH BALANCE - FYE | \$11,256 | \$11,774 |

VII. BOARD MEMBERSHIP DURING BIENNium

| | |
|--|----------|
| Barbara Going, P. O. Box 1174, Great Falls, MT | 07/01/86 |
| Robert Jurovich, 2047 Grand Avenue, Billings, MT | 07/01/87 |
| Dudley Anderson, 943 Stephens, Missoula, MT | 07/01/88 |
| Dr. William Simic, 905 Helena Avenue, Helena, MT | 07/01/88 |
| Ruth Chisholm, 502 East State, Helena, MT | 07/01/87 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

The June 6th Board meeting was declared invalid in District Court for violating the Open Meeting Law. HB 226, Chapter 404, Montana Session Laws 1985 was a general revision of the statute providing for a continuing education requirement; revising the trainee license law; and giving the Board authority to fine licensees for violations of Board law and rules.

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

(1) Revise rules to comply with law revisions; (2) hold written examinations 6 times a year; and (3) utilize fine provision on disciplinary actions.

BOARD OF HORSE RACING

I. GOALS AND OBJECTIVES

Goals: To promote and encourage the raising and racing of race horses in Montana; encourage track management to improve their facilities; better protect the betting public; give all state personnel better training; update the license process and screening of applicants; make the Board more responsive to the immediate problems; and continue to improve trainers examinations to protect the public from unqualified trainers.

II. SUMMARY OF BOARD ACTIVITIES

Monthly Board meetings. Annual spring seminar for officials and employees. Conduct hearings. Participate in NASRC (National Association of State Racing Commission).

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------------|--------------|--------------|
| Licenses Issued by Category | | |
| Owners | 959 | 998 |
| Owner-Trainer | 627 | 490 |
| Trainer | 115 | 162 |
| Jockey | 94 | 114 |
| Apprentice Jockey | 25 | 7 |
| Jockey Agent | 7 | 4 |
| Track | 13 | 12 |
| Official | 146 | 121 |
| Pari-mutuel | 466 | 432 |
| Occupational | 1,052 | 987 |
| Stable | 62 | 61 |
| Authorized Agent | 8 | 7 |
| TOTAL LICENSES | <u>3,574</u> | <u>3,395</u> |
| Examinations Given by Category | | |
| Trainers | 44 | 48 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>Calendar Years 1984 and 1985</u> |
|-------------------------------------|--------------------|-------------------------------------|
| Protest against pari-mutuel. | Dismissed. | 4 |
| | Settled. | 1 |
| Protest against stewards. | Dismissed. | 11 |
| | Overtured. | 1 |
| Protest against assistant starter. | Reprimanded. | 1 |
| Protest against licensee-financial. | No action taken. | 1 |
| | Suspended. | 1 |
| Protest against racing secretary. | No action taken. | 1 |

v.

Calendar Years 1984 and 1985

VI.

| | |
|-------|-------|
| FY 84 | FY 85 |
|-------|-------|

| | | |
|----------------------------|------------------|------------------|
| Racing Personnel | \$ 55,389 | \$ 58,519 |
| Pari-mutuel Betting | 153,233 | 147,105 |
| Horse Racing Violations | 5,055 | 6,970 |
| Veterinarian Reimbursement | 0 | 5,500 |
| Rulebooks | 0 | 730 |
| TOTAL REVENUE | <u>\$213,677</u> | <u>\$218,824</u> |

PERSONAL SERVICES:

| | | |
|-------------------------|---------------|---------------|
| Salaries | \$128,138 | \$114,258 |
| Other Compensation | 5,150 | 4,750 |
| Employee Benefits | <u>13,787</u> | <u>13,079</u> |
| TOTAL PERSONAL SERVICES | \$147,075 | \$132,087 |

BOARD OF HORSE RACING

| | <u>FY 84</u> | <u>FY 85</u> |
|---|-----------------|-----------------|
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consultant and Professional Services | \$ 1,077 | \$15,766 |
| Legal Fees and Court Costs | 15,950 | 16,264 |
| Printing | 3,510 | 2,539 |
| Photographic | 1 | 0 |
| Private Legal Services | 200 | 0 |
| Consultant and Other Travel | 182 | 1,156 |
| Secretary of State Filing Fees | 617 | 359 |
| Computer Processing Services | 688 | 168 |
| Systems Development and Supplies | 690 | 225 |
| General | 0 | 5 |
| TOTAL CONTRACTED SERVICES | <u>\$22,915</u> | <u>\$36,482</u> |
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$2,327 | \$ 31 |
| Gasoline | 0 | 4 |
| Books and Reference Materials | 357 | 20 |
| Paper | 4 | 28 |
| Radio Supplies/Minor Equipment | 0 | 10 |
| Shop Supplies/Tools/Minor Equipment | 0 | 2 |
| Photographic | 1,711 | 140 |
| Office Supplies - Central Stores | 122 | 217 |
| Office Supplies - Non-state Provider | 373 | 3,655 |
| Microfilm Supplies | 1,026 | 1,210 |
| Veterinary Supplies | 121 | 0 |
| General | 251 | 240 |
| TOTAL SUPPLIES AND MATERIALS | <u>\$6,292</u> | <u>\$5,557</u> |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 220 | \$ 521 |
| Telephone - Long Distance | 1,567 | 1,385 |
| Postage and Mailing | 1,134 | 1,138 |
| Telephone - STS Usage | 601 | 936 |
| Telephone - One-time Charges | 49 | 2 |
| TOTAL COMMUNICATIONS | <u>\$3,571</u> | <u>\$3,982</u> |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$11,550 | \$ 8,483 |
| In-state Commercial Transportation | 1,970 | 2,386 |
| In-state Aircraft Rental | 486 | 0 |
| In-state Other | 24 | 19 |
| In-state Meals Overnight | 9,077 | 6,938 |
| In-state Lodging | 9,673 | 8,326 |
| In-state Motor Pool | 1,085 | 1,268 |
| In-state Car Rental | 224 | 376 |
| Out-of-state Commercial Transportation | 1,431 | 1,074 |
| Out-of-state Other | 7 | 0 |
| Out-of-state Meals | 436 | 266 |
| Out-of-state Lodging | 667 | 423 |
| Out-of-state Personal Car Mileage | 414 | 0 |
| TOTAL TRAVEL | <u>\$37,044</u> | <u>\$29,559</u> |

BOARD OF HORSE RACING

| | <u>FY 84</u> | <u>FY 85</u> |
|--|----------------|--------------|
| RENT: | | |
| Office Equipment | \$ 0 | \$ 36 |
| Other Equipment | 15 | 12 |
| Films | 0 | 30 |
| Meeting Rooms | 43 | 0 |
| Photocopy Equipment | 13 | 188 |
| Department of Administration Buildings | 2,100 | 1,995 |
| General | <u>538</u> | <u>0</u> |
| TOTAL RENT | \$2,709 | \$2,261 |
| REPAIR AND MAINTENANCE: | | |
| Office Equipment | \$ 35 | \$ 0 |
| Photographic Equipment | 171 | 73 |
| Maintenance Contracts | <u>246</u> | <u>83</u> |
| TOTAL REPAIR AND MAINTENANCE | \$452 | \$156 |
| OTHER EXPENSES: | | |
| Dues | \$1,400 | \$ 1,400 |
| Subscriptions | 162 | 75 |
| Registration Fees for Training | 644 | 325 |
| Tuition | 85 | 0 |
| Freight and Express | 96 | 31 |
| Licenses | 0 | 13 |
| Sport Event/Meet Expenses | 3,830 | 8,000 |
| Photographic and Film Processing | <u>0</u> | <u>1,027</u> |
| TOTAL OTHER EXPENSES | \$6,217 | \$10,871 |
| TOTAL OPERATING EXPENSE: | \$ 79,200 | \$ 88,869 |
| EQUIPMENT: | | |
| Office | \$1,387 | \$0 |
| TOTAL EQUIPMENT | <u>\$1,387</u> | <u>\$0</u> |
| TRANSFER ADMINISTRATIVE COSTS | \$ 21,733 | \$ 21,997 |
| TOTAL ALL EXPENDITURES | \$249,395 | \$242,953 |
| TOTAL APPROPRIATION | \$283,432 | \$305,175 |
| UNEXPENDED APPROPRIATION | \$ 34,037 | \$ 62,222 |
| CASH BALANCE - FYE | \$ 70,242 | \$ 46,112 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|---|----------|
| Linda King, P. O. Box 5804, Helena, MT | 07/01/85 |
| Harold Gerke, 1201 Clark Avenue, Billings, MT | 01/20/89 |
| John Trippe, Drawer E, Seeley Lake, MT | 01/20/89 |
| Malvin Merja, General Delivery, Sun River, MT | 01/20/88 |
| Terry Wagner, Route 2, P. O. Box 3104, Miles City, MT | 01/20/88 |
| Chuck O'Reilly, 1050 North Warren, Helena, MT | 01/20/87 |

BOARD OF HORSE RACING

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

In the matter of the Petition of Al Carruthers and Tom Williams, the Supreme Court affirmed a District Court decision that the Board acted correctly in a case involving a stewards' decision disqualifying a horse in a race. The Board's hearing procedure and its interpretation of its own rules were also upheld.

In a case involving assignment of race dates for the 1985 season, the District Court in Helena sent the case back to the Board with some comments on how to handle problems resulting from conflicting applications for the same race dates.

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

To develop an apprenticeship program for officials. To increase the pool of qualified officials. To upgrade the racing seminar. To encourage tracks to operate at a profit. To upgrade the collection process and accountability of urine and blood tests of race horses. To continue to inform the public.

BOARD OF LANDSCAPE ARCHITECTS

I. GOALS AND OBJECTIVES

Goals: Protecting the citizens of this state by insuring that only fully qualified individuals are licensed to represent themselves to the public as landscape architects.

Objectives: To assure the public that persons representing themselves as landscape architects are fully qualified by investigating complaints as received; enforcing the statutes and rules of the Board; giving the Council of Landscape Architects Registration Boards Uniform National Examination once each year; issuing licenses to candidates passing the examination and to those applicants applying for licensure by reciprocity and meeting the requirements as set forth by statute and rule.

II. SUMMARY OF BOARD ACTIVITIES

Administered the Uniform National Examination in June, 1984, and June, 1985. Arranged for review of the Uniform National Examination for those candidates who were unsuccessful on the examination, upon request. Conducted required Board meetings.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| Applications Received by Category | | |
| New Applications for Examination | 8 | 3 |
| Re-take Examinations | 8 | 5 |
| Reciprocity | 0 | 0 |
| Examinations Given by Category (Passing) | | |
| Section A | 8 | 1 |
| Section B | 6 | 2 |
| Section C | 11 | 2 |
| Section D | 14 | 1 |
| New Licenses Granted by Category | | |
| Reciprocity | 1 | 0 |
| Examinations | 0 | 6 |
| Licenses Renewed by Category | | |
| Landscape Architects | 56 | 60 |
| Total Licensees at FY End by Category | | |
| Landscape Architects | 56 | 61 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------|--|--------------|--------------|
| Regarding advertising. | Resolved through Board correspondence. | 0 | 1* |

BOARD OF LANDSCAPE ARCHITECTS

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------------------|--------------|--------------|
| Revoked | 0 | 0 |
| Suspended | 0 | 0 |
| Other Disciplinary Action | 0 | 0 |
| Failure to Pay Renewal Fee | 4 | 4 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|---------------|----------------|----------------|
| REVENUE: | | |
| Renewal | \$4,635 | \$6,084 |
| Application | 750 | 225 |
| Certificate | 35 | 245 |
| Examination | 3,502 | 700 |
| Seals | 50 | 175 |
| TOTAL REVENUE | <u>\$8,972</u> | <u>\$7,429</u> |

EXPENDITURES:

| | | |
|----------------------------|----------------|----------------|
| PERSONAL SERVICES: | | |
| Salaries | \$1,669 | \$ 839 |
| Other Compensation - Board | 250 | 700 |
| Employee Benefits | 360 | 172 |
| TOTAL PERSONAL SERVICES | <u>\$2,279</u> | <u>\$1,711</u> |

OPERATING EXPENSES:

CONTRACTED SERVICES:

| | | |
|--------------------------------------|----------------|----------------|
| Data Processing Services | \$ 137 | \$ 118 |
| Consultant and Professional Services | 117 | 129 |
| Legal Fees and Court Costs | 819 | 137 |
| Printing | 25 | 65 |
| Written Examination Fees | 1,464 | 923 |
| TOTAL CONTRACTED SERVICES | <u>\$2,562</u> | <u>\$1,372</u> |

SUPPLIES AND MATERIALS:

| | | |
|-------------------------------|-------------|--------------|
| Office Supplies | \$14 | \$206 |
| Photo and Reproduction | 0 | 0 |
| Books and Reference Materials | 60 | 0 |
| TOTAL SUPPLIES AND MATERIALS | <u>\$74</u> | <u>\$206</u> |

COMMUNICATIONS:

| | | |
|---------------------------|--------------|--------------|
| Telephone - Long Distance | \$ 15 | \$ 30 |
| Postage and Mailing | 125 | 173 |
| Telephone - STS Usage | 20 | 43 |
| TOTAL COMMUNICATIONS | <u>\$160</u> | <u>\$246</u> |

BOARD OF LANDSCAPE ARCHITECTS

| | <u>FY 84</u> | <u>FY 85</u> |
|--|----------------|----------------|
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 311 | \$ 437 |
| In-state Commercial Transportation | 66 | 252 |
| In-state Motor Pool | 0 | 0 |
| In-state Other | 0 | 5 |
| In-state Meals | 71 | 134 |
| In-state Lodging | 48 | 120 |
| Out-of-state Commercial Transportation | 655 | 504 |
| Out-of-state Other | 0 | 304 |
| Out-of-state Meals | 39 | 112 |
| Out-of-state Lodging | 68 | 228 |
| TOTAL TRAVEL | <u>\$1,258</u> | <u>\$2,096</u> |
| RENT: | | |
| Photocopy Equipment | \$ 0 | \$42 |
| Department of Administration Buildings | 64 | 30 |
| TOTAL RENT | <u>\$64</u> | <u>\$72</u> |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | \$16 | \$0 |
| TOTAL REPAIR AND MAINTENANCE | <u>\$16</u> | <u>\$0</u> |
| OTHER EXPENSES: | | |
| Dues | \$400 | \$400 |
| Registration Fees for Training | 50 | 65 |
| Freight and Express | 5 | 6 |
| TOTAL OTHER EXPENSES | <u>\$455</u> | <u>\$471</u> |
| TOTAL OPERATING EXPENSE: | \$ 4,589 | \$ 4,463 |
| TRANSFER ADMINISTRATIVE COSTS | \$ 464 | \$ 470 |
| TOTAL ALL EXPENDITURES | \$ 7,332 | \$ 6,644 |
| TOTAL APPROPRIATION | \$ 6,060 | \$ 7,750 |
| UNEXPENDED APPROPRIATION | -\$ 870 | \$ 102 |
| CASH BALANCE - FYE | \$10,713 | \$11,426 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|--|----------|
| Esther Hamel, Chairperson, Public Member Chalimar Farms, P. O. Box 68, Saint Ignatius, MT 59868 | 07/01/86 |
| Dick Mayer, L.A., Vice-Chairperson 527 Diehl Drive, Helena, MT 59601 | 07/01/86 |
| Jack Ervin, Public Member MPC, P. O. Box 38, Colstrip, MT 59323 | 07/01/88 |
| Sandra K. Fischer, L.A. 490 North 31st, Suite 4, Billings, MT 59101 | 07/01/89 |
| Richard K. Pohl, L.A. 422 South 6th Avenue, Bozeman, MT 59715 | 07/01/89 |

BOARD OF LANDSCAPE ARCHITECTS

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

None

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

Keeping alert to more efficient methods of protecting the public. Assist interested persons in becoming registered as landscape architects. Keeping the Board members aware of landscape architecture on a national level as information is received from the Council of Landscape Architect Registration Boards.

BOARD OF MEDICAL EXAMINERS

I. GOALS AND OBJECTIVES

Goals: To carry out the intent of the law so that the public will have confidence in those individuals licensed to practice medicine, acupuncture, podiatry, emergency medical technicians, and physicians's assistants.

Objectives: To enforce the Medical Practice Act and rules of the Board. To assure and protect the public that persons representing themselves as an M.D., podiatrist, acupuncturist, physician's assistant, osteopath, and E.M.T. are fully qualified. To provide 2600 annual renewals; provide examinations for 350 applicants per year; and to try to salvage and rehabilitate the impaired physician.

II. SUMMARY OF BOARD ACTIVITIES

During FY 84 the Board met four times, and in FY 85 the Board met five times, due to an increase in complaints and impaired physicians. Each meeting is two days in length. In FY 84 three Board members attended the Federation of State Medical Boards meeting in San Antonio, and in FY 85 three Board members attended the FSMB meeting in Atlanta. One Board member attended a workshop in San Francisco dealing with the new FLEX examination proctoring and security matters. The new FLEX examination was implemented in June 1985. The Board investigator was sent to Washington, D.C. for a training session in investigation techniques in FY 85.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | FY 84 | FY 85 |
|--|-----------|-----------|
| Applications Received by Category | | |
| M.D. | 126 | 142 |
| E.M.T. | 342 | 374 |
| Podiatry | 7 | 2 |
| Acupuncture | 7 | 7 |
| Physician's Assistant | 4 | 4 |
| Examinations Given by Category (Passing) | | |
| M.D. | 2 (0) | 15 (6) |
| E.M.T. | 318 (222) | 338 (213) |
| Acupuncture | 7 | 5 |
| New Licenses Granted by Category | | |
| M.D. | 125 | 105 |
| E.M.T. | 222 | 213 |
| Podiatry | 7 | 2 |
| Acupuncture | 7 | 5 |
| Physician's Assistant | 4 | 4 |
| Licenses Renewed by Category | | |
| M.D. | 1,923 | 1,954 |
| E.M.T. | 200 | 547 |
| Podiatry | 37 | 44 |
| Acupuncture | 25 | 31 |
| Osteopath | 23 | 22 |
| Physician's Assistant | 8 | 11 |

BOARD OF MEDICAL EXAMINERS

| | <u>FY 84</u> | <u>FY 85</u> |
|---------------------------------------|--------------|--------------|
| Total Licensees at FY End by Category | | |
| M.D. | 1,980 | 2,055 |
| E.M.T. | 1,221 | 1,233 |
| Podiatry | 44 | 46 |
| Acupuncture | 32 | 36 |
| Osteopath | 23 | 22 |
| Physician's Assistant | 12 | 14 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------------|--|--------------|--------------|
| Unprofessional conduct. | Retire from practice for 18 months. | 1 | |
| | Hearing-6 month temporary with restrictions. | 1 | |
| | Suspend license based on felony conviction. | 1 | |
| | Set for hearing. | 1 | |
| | No violation of MPA. | 1 | |
| | Reinstate license with warning. | | 1 |
| | Hearing-probation. | | 1 |
| | Agreement with Board. | | 1 |
| | Justice Department handling. | | 1 |
| | Temporary license with restrictions. | | 1 |
| | Under investigation. | | 1 |
| Improper practice of medicine. | Emergency suspension of o.b. practice. | 1 | |
| | Settled amongst doctors. | 1 | |
| | No violation of MPA. | 3 | 1 |
| | Under investigation. | 1 | 3 |
| | License revoked on another state's action. | 1 | |
| | Left state-license revoked for non-renewal. | 1 | |
| | Investigation-agreement with Board. | | 1 |
| | Set for hearing. | | 1 |
| | Complaint dropped. | | 1 |
| | Reprimand. | | 1 |
| Excessive prescribing. | No violation of MPA. | 1 | |
| | Monitor. | 1 | 2 |
| | Warning. | | 1 |
| | Under investigation. | | 2 |
| Large drug purchases. | Refer to DEA to audit. | 1 | |
| | Warning. | | 1 |
| Impaired physicians. | Emergency suspension of license. | 1 | |
| | Investigated-no violation. | 1 | 1 |
| | Under investigation. | 4 | 2 |
| | Monthly interview and locum. | 1 | |
| | Rehabilitation-reinstatement. | | 1 |
| | License limited to anesthesia. | | 1 |

BOARD OF MEDICAL EXAMINERS

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|---|--|--------------|--------------|
| | Voluntarily closed practice. | | 1 |
| | Recommended professional help. | | 2 |
| | Permanent license with restrictions for two years. | | 1 |
| | Monitor. | | 1 |
| | Agreement with Board. | | 3 |
| | Temporary license with restrictions. | | 1 |
| Practice of medicine without a license and false advertising. | Referred to County Attorney. | 1 | 3 |
| | Passed exam-was licensed. | | 1 |
| | Referred to Chiropractors Board. | | 1 |
| | Under investigation. | | 1 |
| Doctor/patient conflicts. | No violation of MPA. | 10 | 21 |
| | Referred to Podiatry Association Ethics Committee. | 1 | |
| | Resolved by physician. | | 1 |
| | Complaint dropped. | | 1 |
| | Reprimand. | | 1 |
| | Under investigation. | | 2 |
| Miscellaneous. | Not under Board's jurisdiction. | 1 | |

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------------------|--------------|--------------|
| Revoked | 2 | 0 |
| Suspended | 3 | 0 |
| Other Disciplinary Action | 3 | 17 |
| Failure to Pay Renewal Fee | 29 | 27 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|-----------------------------------|--------------|--------------|
| REVENUE: | | |
| Physician Reciprocity | \$12,104 | \$14,200 |
| Physician Temporary | 2,190 | 2,270 |
| Physician Active Renewal | 53,423 | 52,835 |
| Physician Penalty-Late Renewal | 420 | 770 |
| Podiatrist Reciprocity | 250 | 150 |
| Podiatrist Original Renewal | 1,150 | 1,010 |
| Acupuncture Original Renewal | 500 | 620 |
| Acupuncture Reciprocity | 0 | 20 |
| EMT Original Application (\$2.50) | 683 | 298 |
| EMT Recertification (\$5.00) | 1,000 | 0 |
| Osteopathic Active Practice | 105 | 135 |
| Osteopathic Inactive Practice | 112 | 97 |
| Physician Locum | 0 | 160 |
| Physician Inactive Renewal | 0 | 55 |
| PA Util. Plan Approval | 585 | 200 |
| PA Util. Plan Renewal | 280 | 385 |
| Copies of Documents | 0 | 280 |
| M.D. Initial Examination | 360 | 4,175 |
| Acupuncture Examination | 250 | 630 |
| Podiatrist Examination | 35 | 0 |
| Acupuncture Investigation | 330 | 150 |
| TOTAL REVENUE | \$73,777 | \$78,440 |

BOARD OF MEDICAL EXAMINERS

| | <u>FY 84</u> | <u>FY 85</u> |
|--|-----------------|-----------------|
| EXPENDITURES: | | |
| PERSONAL SERVICES: | | |
| Salaries | \$34,235 | \$44,361 |
| Other Compensation - Board | 5,650 | 7,900 |
| Employee Benefits | 4,942 | 8,233 |
| TOTAL PERSONAL SERVICES | <u>\$44,827</u> | <u>\$60,494</u> |
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consultant and Professional Services | \$ 8,861 | \$ 8,087 |
| Legal Fees and Court Costs | 2,723 | 1,636 |
| Printing | 1,282 | 814 |
| Storage Fees | 0 | 41 |
| Written Examination Fees | 480 | 2,465 |
| Microfilm Services | 0 | 2,639 |
| Private Legal Counsel | 11,420 | 13,654 |
| Consultant and Other Travel | 344 | 0 |
| Secretary of State Filing Fees | 0 | 143 |
| Computer Processing Services | 561 | 400 |
| Systems Development and Supplies/D of A | 1,165 | 413 |
| Systems Development and Supplies/Non-state | 456 | 0 |
| General | 0 | 36 |
| TOTAL CONTRACTED SERVICES | <u>\$27,292</u> | <u>\$30,328</u> |
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$ 13 | \$ 37 |
| Books and Reference Materials | 1 | 20 |
| Office Supplies - Central Stores | 232 | 434 |
| Office Supplies - Non-state Provider | 56 | 660 |
| General | 132 | 346 |
| TOTAL SUPPLIES AND MATERIALS | <u>\$434</u> | <u>\$1,497</u> |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 225 | \$ 511 |
| Telephone - Long Distance | 1,219 | 432 |
| Postage and Mailing | 3,706 | 3,397 |
| Telephone - STS Usage | 275 | 451 |
| Telephone - One-time Charge | 11 | 56 |
| Telegram Mailgram Services | 0 | 69 |
| TOTAL COMMUNICATIONS | <u>\$5,436</u> | <u>\$4,916</u> |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$2,113 | \$ 2,405 |
| In-state Commercial Transportation | 506 | 428 |
| In-state Motor Pool | 277 | 78 |
| In-state Other | 0 | 2 |
| In-state Meals | 1,196 | 659 |
| In-state Lodging | 1,354 | 1,894 |
| In-state Meals Overnight | 0 | 747 |
| Out-of-state Personal Car Mileage | 24 | 127 |
| Out-of-state Commercial Transportation | 3,214 | 2,745 |
| Out-of-state Other | 66 | 103 |
| Out-of-state Meals | 379 | 63 |
| Out-of-state Lodging | 661 | 1,204 |
| Out-of-state Meals Overnight | 0 | 322 |
| TOTAL TRAVEL | <u>\$9,790</u> | <u>\$10,777</u> |

BOARD OF MEDICAL EXAMINERS

| | <u>FY 84</u> | <u>FY 85</u> |
|--|-----------------|----------------|
| RENT: | | |
| Other Equipment | \$ 20 | \$ 0 |
| Meeting Rooms | 626 | 555 |
| Photocopy Equipment | 0 | 547 |
| Department of Administration Buildings | 847 | 658 |
| TOTAL RENT | <u>\$1,493</u> | <u>\$1,760</u> |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | <u>\$254</u> | <u>\$28</u> |
| TOTAL REPAIR AND MAINTENANCE | <u>\$254</u> | <u>\$28</u> |
| OTHER EXPENSES: | | |
| Dues | \$ 540 | \$ 1,136 |
| Subscriptions | 0 | 36 |
| Registration Fees for Training | 820 | 590 |
| Tuition | 0 | 97 |
| Indirect Administrative Costs | 13,486 | 13,650 |
| General | 10 | 0 |
| TOTAL OTHER EXPENSES | <u>\$14,856</u> | <u>15,509</u> |
| TOTAL OPERATING EXPENSE: | \$ 59,555 | \$ 64,815 |
| EQUIPMENT: | | |
| Office | <u>\$2,794</u> | <u>\$0</u> |
| TOTAL EQUIPMENT | <u>\$2,794</u> | <u>\$0</u> |
| TOTAL ALL EXPENDITURES | \$107,177 | \$125,309 |
| TOTAL APPROPRIATION | \$118,628 | \$126,232 |
| UNEXPENDED APPROPRIATION | \$ 11,451 | \$ 924 |
| CASH BALANCE - FYE | \$198,214 | \$152,250 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|--|----------|
| Richard W. Beighle, M.D., 700 West Kent, Missoula, MT | 09/01/88 |
| Edward E. Bertagnolli, M.D., P. O. Box 526, Three Forks, MT | 09/01/86 |
| Henry Gray, M.D., 601 West Spruce, Missoula, MT | 09/01/84 |
| Maurice Hamill, D.P.M., 24 East 16th, Helena, MT | 10/01/86 |
| Jerome Kohn, P. O. Box 1923, Billings, MT | 10/01/85 |
| John A. Layne, M.D., 817 - 5th Avenue North, Great Falls, MT | 09/01/87 |
| Beda Lovitt, 430 Ryman, Missoula, MT | 10/01/85 |
| Charles D. Parke, D.O., 9719 Zircon Drive S.W., Tacoma, WA | 09/01/86 |
| Thomas J. Malee, M.D., 509 North Merrill, Glendive, MT | 09/01/87 |
| John W. Strizich, M.D., 1500 Cannon, Helena, MT | 09/01/85 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

Senate Bill 296 - An act to revise the examination grade requirements and re-examination procedures for a license to practice medicine; amending Section 37-3-311, MCA, and providing an immediate effective date.

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

1.48 FTE in Board office and private legal counsel.

BOARD OF MORTICIANS

I. GOALS AND OBJECTIVES

Goals: To protect the public's health, safety, and welfare; to maintain professional competency through continuing education requirements; and to provide information to licensees and the public concerning the disposition of dead.

Objectives: To inspect all licensed funeral homes annually; to protect the public from unscrupulous practice by examining disclosure statements to make sure they meet state and federal regulations; to guarantee that those persons licensed as interns, morticians, and funeral directors meet professional competency requirements through education and examination.

II. SUMMARY OF BOARD ACTIVITIES

Three Board meetings, one conference call, and two examinations were held in FY 84. Two Board meetings, one conference call, and two examinations were held in FY 85. All licensed mortuaries were inspected in FY 85.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|---|--------------|--------------|
| Applications Received for Morticians' License | 6 | 6 |
| Examinations Given (Passing) | 7 | 6 |
| New Licenses Granted by Category | | |
| Interns | 3 | 3 |
| Morticians | 2 | 3 |
| Reciprocity | 3 | 0 |
| Mortuaries | 0 | 2 |
| Licenses Renewed by Category | | |
| Interns | 0 | 2 |
| Funeral Directors | 18 | 18 |
| Morticians | 222 | 219 |
| Mortuaries | 79 | 80 |
| Total Licensees at FYE by Category | | |
| Interns | 0 | 2 |
| Funeral Directors | 18 | 18 |
| Morticians | 222 | 219 |
| Mortuaries | 79 | 80 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--|--|--------------|--------------|
| Unprofessional conduct. | No violation-case dismissed. | 1 | |
| Unlicensed practice from 1982 complaint. | Resolved in District Court, April, 1984-closed by Board action July, 1984. | | 1 |

BOARD OF MORTICIANS

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--|---|--------------|--------------|
| Illegal handling of pre-need trust accounts. Original complaint filed in 1978. | Resolved in District Court, and by Board action July, 1984. | | 1 |
| Unprofessional conduct regarding services and excessive fees. | Letter of warning to one funeral home and licensed morticians. One resolved to satisfaction of both parties. One closed as no violation occurred. | | 3 |

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|---|--------------|--------------|
| Other Disciplinary Action (Letter of Warning) | 0 | 1 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------|--------------|--------------|
| REVENUE: | | |
| Funeral Director Renewal | \$ 930 | \$ 680 |
| Mortician Application | 385 | 280 |
| Mortician Late Renewal | 200 | 400 |
| Intern Renewal | 210 | 380 |
| Mortician Renewal | 7,600 | 12,480 |
| Mortuary Renewal | 2,780 | 3,815 |
| Inspection Fees | 2,915 | 1,610 |
| Copies of Documents | 0 | 5 |
| TOTAL REVENUE | \$15,020 | \$19,650 |

EXPENDITURES:

| | | |
|-------------------------|---------|---------|
| PERSONAL SERVICES: | | |
| Salaries | \$4,164 | \$3,644 |
| Other Compensation | 1,850 | 1,950 |
| Employee Benefits | 858 | 698 |
| TOTAL PERSONAL SERVICES | \$6,872 | \$6,292 |

OPERATING EXPENSES:

CONTRACTED SERVICES:

| | | |
|--------------------------------------|-------|---------|
| Consultant and Professional Services | \$ 0 | \$ 10 |
| Legal Fees and Court Costs | 175 | 897 |
| Printing | 433 | 534 |
| Consultant and Other Travel | 0 | 27 |
| Secretary of State Filing Fees | 70 | 8 |
| Computer Processing Services | 31 | 11 |
| Systems Development and Supplies | 0 | 23 |
| TOTAL CONTRACTED SERVICES | \$709 | \$1,510 |

SUPPLIES AND MATERIALS:

| | | |
|--------------------------------------|-------|------|
| Office Supplies - Central Stores | \$ 29 | \$50 |
| Office Supplies - Non-state Provider | 56 | 6 |
| Photo and Reproduction | 0 | 5 |
| General | 82 | 0 |
| TOTAL SUPPLIES AND MATERIALS | \$167 | \$61 |

BOARD OF MORTICIANS

| | <u>FY 84</u> | <u>FY 85</u> |
|---|----------------|----------------|
| COMMUNICATIONS: | | |
| Telephone - Long Distance | \$ 60 | \$297 |
| Telephone - Local Service and Equipment | 20 | 10 |
| Postage and Mailing | 733 | 420 |
| Telephone - STS Usage | 168 | 179 |
| TOTAL COMMUNICATIONS | <u>\$981</u> | <u>\$906</u> |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$1,629 | \$1,253 |
| In-state Motor Pool | 63 | 0 |
| In-state Commercial Transportation | 0 | 325 |
| In-state Meals | 603 | 300 |
| In-state Lodging | 791 | 642 |
| In-state Aircraft Rental | 350 | 0 |
| In-state Meals Overnight | 0 | 159 |
| Out-of-state Commercial Transportation | 0 | 340 |
| Out-of-state Meals | 0 | 90 |
| Out-of-state Lodging | 0 | 360 |
| TOTAL TRAVEL | <u>\$3,436</u> | <u>\$3,469</u> |
| RENT: | | |
| Photocopy Equipment | \$ 0 | \$ 35 |
| Department of Administration Buildings | 142 | 111 |
| TOTAL RENT | <u>\$142</u> | <u>\$146</u> |
| REPAIR AND MAINTENANCE: | | |
| Office Equipment | \$10 | \$0 |
| Maintenance Contracts | 30 | 0 |
| TOTAL REPAIR AND MAINTENANCE | <u>\$40</u> | <u>\$0</u> |
| OTHER EXPENSES: | | |
| Dues | \$ 400 | \$ 300 |
| Registration Fees for Training | 0 | 50 |
| Indirect Administrative Costs | 1,724 | 1,746 |
| Photo and Film Processing | 0 | 12 |
| TOTAL OTHER EXPENSES | <u>\$2,124</u> | <u>\$2,108</u> |
| TOTAL ALL EXPENDITURES | \$14,471 | \$14,492 |
| TOTAL APPROPRIATION | \$14,373 | \$14,779 |
| UNEXPENDED APPROPRIATION | \$ (100) | \$ 284 |
| CASH BALANCE - FYE | \$14,427 | \$19,072 |

VII. BOARD MEMBERSHIP DURING BIENNium

| | |
|--|----------|
| Vernon Vial, 2908 - 8th Avenue North, Great Falls, MT | 07/01/87 |
| L. M. "Skip" Clayton, III. P. O. Box 130, Wolf Point, MT | 07/01/87 |
| Dennis Dolan, P. O. Box 765, Butte, MT | 07/01/88 |
| Jeff Sherlock, P. O. Box 534, Helena, MT | 07/01/87 |
| Lorene Johnson, P. O. Box 966, Kalispell, MT | 07/01/85 |

BOARD OF MORTICIANS

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

H.B. 474, Chapter 510 Montana Session Laws 1985, effective 10/1/85, clarifies the qualifications for a mortician's or intern mortician's license providing that violation of rules on unprofessional conduct adopted by the Board may be grounds for refusing to grant, suspend or revoke a mortician's license or funeral director's license.

H.B. 593 (Killed) would have provided for prompt refrigeration or embalming of human remains and require orderly cremation of human remains.

H.B. 477 (Killed) was to define "funeral directing" to include the preparation of dead bodies for cremation; require operating crematoriums to be licensed by the Board of Morticians; authorize the Board to adopt rules governing the operations and inspections of crematoriums; and define the grounds for revoking or suspending a crematorium license.

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

(1) Utilize automated licensing system; (2) adopt rules to implement H.B. 474; (3) resubmit legislation for regulation of crematoriums and disposal of human remains in an orderly fashion; and (4) continue making annual inspections of all mortuaries for compliance with state and federal requirements on disclosure statements as well as sanitary and health compliance.

BOARD OF NURSING

I. GOALS AND OBJECTIVES

Goals: The goals of the Montana Board of Nursing are to promote, preserve, and protect the public health, safety, and welfare by and through the effective control and regulation of the practice of nursing and educational preparation for these practices.

Philosophy: The Montana Board of Nursing believes that nursing is a vital service to the society and that nursing practice should safeguard life and health and promote the public interest and welfare. The Board members believe their primary responsibility is to accomplish the goal stated above. Further, they believe maintaining effective communication and cooperative efforts with local, state, and national nursing organizations, health agencies, governmental units, schools of nursing, and health care providers is essential to assure the public's access to competent practitioners and quality care.

Members of the Board believe each member is committed to demonstrate personal integrity, impartial judgment, wisdom, and dedication to a high standard of service in Board activities.

Objectives: The Board of nursing shall function in the field of nursing as an administrative and supervisory agency within the governmental structure and shall:

(a) implement the Nursing Practice Act by promulgating and enforcing rules and regulations to protect the public health, safety, and welfare; (b) prescribe standards for the evaluation of programs preparing persons for registration and licensure and approve those nursing education programs which have achieved and are maintaining these minimum standards; (c) assure safe standards of nursing practice through examination, licensure, and renewal of licenses of qualified applicants including endorsement of qualified registered and practical nurses from other jurisdictions; (d) control the practice of nursing in the interest of society by means of investigation and appropriate legal action; (e) provide interpretation and consultation services to individuals and groups in matters relating to nursing education and nursing practices; and (f) collaborate and cooperate with other appropriate agencies or groups in efforts to assure public safety and to promote competent nursing practice.

II. SUMMARY OF BOARD ACTIVITIES

Four meetings were held in FY 84 for a total of 12 days and five meetings in FY 85 for a total of 13 days. One meeting day each FY was spent reviewing test items for future registered and practical nursing licensing examinations.

Conducted site surveys of one professional nursing program and each of its four extended campuses and to three practical nursing programs. Following review of these programs, the Board granted continued full approval to each program.

Amended rules relating to specialty areas of nursing and repeating examinations. Proposed for adoption rules pertaining to Standards of Practice for the registered nurse and the practical nurse.

BOARD OF NURSING

Requested an Attorney General's opinion regarding the Board's authority to require applicants to hold a specific college degree as a qualification for initial licensure.

Provided sixteen advisory opinions in FY 84 and eleven in FY 85 in response to specific inquiries concerning nursing practice issues.

Distributed a current copy of the Statutes and Rules relating to nursing to all licensees in FY 84.

Implemented an evaluation process to assess the extent to which the Board is achieving its goals and objectives.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| Applications Received by Category | | |
| Registered Nurse Examination | 256 | 240 |
| Registered Nurse by Endorsement | 359 | 318 |
| Practical Nurse Examination | 141 | 165 |
| Practical Nurse by Endorsement | 112 | 99 |
| Specialty Area-Recognition | 73 | 52 |
| Examinations Given by Category (Passing) | | |
| Registered Nurses | 256 (236) | 240 (232) |
| Practical Nurses | 141 (132) | 165 (158) |
| New Licenses Granted by Category | | |
| Registered Nurse Examination | 236 | 232 |
| Registered Nurse by Endorsement | 330 | 314 |
| Practical Nurse Examination | 132 | 158 |
| Practical Nurse by Endorsement | 115 | 103 |
| Specialty Area-Nurse Anesthetist | 47 | 22 |
| Specialty Area-Nurse Midwife | 0 | 4 |
| Specialty Area-Nurse Practitioner | 30 | 19 |
| Licenses Renewed by Category | | |
| Registered Nurses | 7,615 | 7,761 |
| Practical Nurses | 2,969 | 3,021 |
| Specialty Area-Nurse Anesthetist | 22 | 69 |
| Specialty Area-Nurse Midwife | 7 | 7 |
| Specialty Area-Nurse Practitioner | 10 | 40 |
| Licensees Endorsed to Other States | | |
| Registered Nurses | 308 | 390 |
| Practical Nurses | 118 | 122 |
| Total Licensees at FY End by Category | | |
| Registered Nurses | 8,181 | 8,307 |
| Practical Nurses | 3,216 | 3,282 |
| Specialty Area-Nurse Anesthetist | 69 | 91 |
| Specialty Area-Nurse Midwife | 7 | 11 |
| Specialty Area-Nurse Practitioner | 40 | 59 |

BOARD OF NURSING

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | | <u>FY 85</u> | |
|---|---------------------------|--------------|------------|--------------|------------|
| | | <u>RN</u> | <u>LPN</u> | <u>RN</u> | <u>LPN</u> |
| Unprofessional conduct. | No action | 2 | 1 | 0 | 0 |
| | Letter of warning. | 2 | 0 | 1 | 3 |
| | Probation. | 0 | 0 | 1 | 0 |
| | Surrender of license. | 0 | 1 | 0 | 0 |
| | Referred to other agency. | 0 | 0 | 0 | 1 |
| | Matter pending. | 3 | 0 | 2 | 3 |
| Diversion and misuse of drugs. | Probation. | 4 | 0 | 2 | 0 |
| | Suspension. | 0 | 0 | 2 | 0 |
| | Matter pending. | 1 | 0 | 3 | 0 |
| Non-licensed person practicing nursing. | Letter to cease practice. | 0 | | 2 | |
| | No action. | 2 | | 1 | |
| | Matter pending. | 0 | | 2 | |

Of the 40 complaints received during the biennium, 16 were from Directors of Nursing, 2 from other nurses, 8 from state government agencies, 4 from health professionals, 6 from consumers, and 4 from other state boards of nursing.

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | | <u>FY 85</u> | |
|------------------------------|--------------|------------|--------------|------------|
| | <u>RN</u> | <u>LPN</u> | <u>RN</u> | <u>LPN</u> |
| Revoked | 1 | 0 | 1 | 0 |
| Suspended | 0 | 0 | 3 | 0 |
| License Restricted-Probation | 5 | 2 | 3 | 0 |
| Letter of Warning | 2 | 1 | 2 | 3 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|------------------------------|--------------|--------------|
| REVENUE: | | |
| Registered Nurse Renewal | \$ 83,171 | \$ 82,838 |
| Registered Nurse Reciprocity | 12,370 | 10,835 |
| Practical Nurse Renewal | 30,010 | 32,732 |
| Practical Nurse Reciprocity | 3,860 | 3,505 |
| Midwife Original Renewal | 15 | 110 |
| Nursing Specialties | 2,205 | 1,545 |
| Copies of Documents | 1,034 | 841 |
| RN Initial Examination | 8,340 | 9,385 |
| RN Re-examination | 280 | 315 |
| LPN Initial Examination | 4,940 | 5,116 |
| LPN Re-examination | 245 | 210 |
| TOTAL REVENUE | \$146,470 | \$147,432 |

BOARD OF NURSING

| | <u>FY 84</u> | <u>FY 85</u> |
|--|-----------------|-----------------|
| EXPENDITURES: | | |
| PERSONAL SERVICES: | | |
| Salaries | \$55,297 | \$61,001 |
| Other Compensation -Board | 5,900 | 5,600 |
| Employee Benefits | 10,337 | 12,028 |
| TOTAL PERSONAL SERVICES | <u>\$71,534</u> | <u>\$78,629</u> |
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consultant and Professional Services | \$ 4,394 | \$ 4,260 |
| Legal Fees and Court Costs | 9,213 | 7,844 |
| Printing | 2,376 | 3,126 |
| Photographic Services | 2 | 0 |
| Storage Fees | 55 | 146 |
| Written Examination Fees | 0 | 75 |
| Microfilm Services | 392 | 234 |
| Consultant and Other Travel | 1,329 | 929 |
| Secretary of State Filing Fees | 0 | 113 |
| Contracts with Non-profits | 370 | 213 |
| Computer Processing Services | 1,414 | 1,766 |
| Systems Development and Supplies/D of A | 1,638 | 1,834 |
| Systems Development and Supplies/Non-state | 0 | 3,550 |
| TOTAL CONTRACTED SERVICES | <u>\$21,183</u> | <u>\$24,090</u> |
| SUPPLIES AND MATERIALS: | | |
| Minor Tools, Instruments and Equipment | \$ 10 | \$ 0 |
| Photo and Reproduction | -23 | 48 |
| Forms - Non-state Provider | 0 | 538 |
| Books and Reference Materials | 198 | 239 |
| Paper | 18 | 0 |
| Office Supplies - Central Stores | 106 | 296 |
| Office Supplies - Non-state Provider | 486 | 219 |
| TOTAL SUPPLIES AND MATERIALS | <u>\$795</u> | <u>\$1,340</u> |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 362 | \$ 777 |
| Telephone - Long Distance | 98 | 418 |
| Postage and Mailing | 8,772 | 7,751 |
| Telephone - STS Usage | 379 | 521 |
| Telephone - One-time Charges | 0 | 4 |
| TOTAL COMMUNICATIONS | <u>\$9,611</u> | <u>\$9,471</u> |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 2,755 | \$ 3,498 |
| In-state Commercial Transportation | 597 | 1,333 |
| In-state Motor Pool | 374 | 96 |
| In-state Other | 0 | 7 |
| In-state Meals | 2,137 | 1,311 |
| In-state Lodging | 2,991 | 2,790 |
| In-state Meals Overnight | 0 | 1,048 |
| Out-of-state Personal Car Mileage | 520 | 0 |
| Out-of-state Commercial Transportation | 1,064 | 1,679 |
| Out-of-state Meals | 356 | 305 |
| Out-of-state Lodging | 680 | 561 |
| Out-of-state Meals Overnight | 0 | 64 |
| TOTAL TRAVEL | <u>\$11,474</u> | <u>\$12,692</u> |

BOARD OF NURSING

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| RENT: | | |
| Meeting Rooms | \$ 325 | \$ 300 |
| Photocopy Equipment | 0 | 303 |
| Department of Administration Buildings | <u>1,650</u> | <u>1,265</u> |
| TOTAL RENT | \$1,975 | \$1,868 |
| REPAIR AND MAINTENANCE: | | |
| Office Equipment | \$ 18 | \$ 0 |
| Maintenance Contracts | <u>237</u> | <u>83</u> |
| TOTAL REPAIR AND MAINTENANCE | \$255 | \$83 |
| OTHER EXPENSES: | | |
| Dues | \$ 3,000 | \$ 3,000 |
| Subscriptions | 204 | 91 |
| Registration Fees for Training | 459 | 271 |
| Tuition | 0 | 30 |
| Freight and Express | 20 | 5 |
| Indirect Administrative Costs | 40,503 | 40,996 |
| Photographic and Film Processing | <u>0</u> | <u>3</u> |
| TOTAL OTHER EXPENSES | \$44,186 | \$44,396 |
| TOTAL OPERATING EXPENSE: | \$ 89,503 | \$ 94,090 |
| TOTAL ALL EXPENDITURES | \$161,037 | \$172,719 |
| TOTAL APPROPRIATION | \$187,212 | \$198,387 |
| UNEXPENDED APPROPRIATION | \$ 26,161 | \$ 25,667 |
| CASH BALANCE - FYE | \$206,959 | \$185,222 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|---|---------------|
| Helen Kiesling, RN, 1010 - 4th Avenue, Havre, MT | Resigned 9/83 |
| Mary Ritchie, LPN, P. O. Box 641, Boulder, MT | Resigned 9/83 |
| Patricia McCranie, LPN, 1026 Avenue D, Billings, MT | 07/01/84 |
| Donna Small, RN, 1208 Oakland, Billings, MT | 07/01/85 |
| Therese Sullivan, RN, 1100 LeGrande Cannon, Helena, MT | 07/01/86 |
| Philip J. Hess, Public Member, 341 Beverly, Missoula, MT | 07/01/86 |
| Patricia Mirehouse, Public Member, 1230 Land Drive, Havre, MT | 07/01/86 |
| Donna Mae Snodgrass, RN, P. O. Box 194, Poplar, MT | 07/01/87 |
| Shirley Mann, LPN, 1507 Colorado Avenue, Black Eagle, MT | 07/01/87 |

New Members During Biennium:

| | |
|--|----------|
| Naomi Summers, LPN, 305 J. P. Road, Whitefish, MT | 07/01/86 |
| Margaret Barkley, RN, 908 South Tracy, Bozeman, MT | 07/01/88 |
| Doris L. Evans, LPN, 418 - 1st Avenue, Havre, MT | 07/01/88 |

BOARD OF NURSING

VIII. BOARD APPROVED PROFESSIONAL NURSING AND PRACTICAL NURSING
EDUCATION PROGRAMS

Preparing for licensure as a registered nurse:

Baccalaureate Degree - Carroll College
Montana State University

Associate Degree - Miles Community College
- Northern Montana College

Preparing for licensure as a practical nurse:

Billings Vocational Technical Center
Butte Vocational Technical Center
Great Falls Vocational Technical Center
Helena Vocational Technical Center
Missoula Vocational Technical Center

IX. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

The District Court of the Sixth Judicial District, State of Montana, reversed a Board action to deny a licensed registered nurse recognition in a specialty area of nursing. Licensee was granted recognition in the specialty area of nurse practitioner.

A Board decision to deny an applicant licensure as a practical nurse by endorsement was reversed by the District Court of the First Judicial District, State of Montana. Matter appealed to the Supreme Court for review.

X. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

(1) Develop and implement a regulatory mechanism for ensuring the continued competency of registered nurses and practical nurses; (2) continue to review and revise the rules as appropriate to effectively carry out the provisions of the nursing law; (3) implement a communication program that will provide for a distribution of a Board newsletter to all licensees and interested others on a quarterly basis; and (4) establish standing committees of the Board to do the preliminary study and planning on major issues and programs prior to total Board action.

BOARD OF NURSING HOME ADMINISTRATORS

I. GOALS AND OBJECTIVES

Goals: The Board of Nursing Home Administrators shall help to ensure qualified patient and resident care through the licensing of qualified nursing home administrators.

Objectives: Establish criteria for licensing of nursing home administrators; establish criteria for continuing education programs; conduct continuing study of standards of licensure; establish criteria for ensuring that only qualified persons administer long term care facilities; establish criteria for maintenance of licensure; and recommend to University Systems and Learning Centers that programs be established for nursing home administrators.

II. SUMMARY OF BOARD ACTIVITIES

The Board raised requirements for applicants eligibility to take the National Examination from High School Graduate, or equivalency, to 2 years of formal education in an accredited college or university or to an associate degree from an accredited college or university, plus 2 years out of the last 4 years of administrative experience in a hospital or nursing home.

Continuing education programs approved during FY 84 totaled 236. Continuing education programs approved during FY 85 totaled 302.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| Applications Received by Category | | |
| Examinations | 11 | 16 |
| Reciprocal | 6 | 14 |
| Applications Denied (Incomplete or Withdrew) | 3 | 6 |
| Temporary Permits | 9 | 6 |
| Examinations Given by Category (Passing) | | |
| Active | 10 | 13 |
| Inactive | 2 | 2 |
| New Licenses Granted by Category | | |
| Active | 21 | 12 |
| Inactive | 4 | 4 |
| Licenses Renewed by Category | | |
| Active | 109 | 101 |
| Inactive | 62 | 50 |
| Total Licensees at FY End by Category | | |
| Active | 119 | 114 |
| Inactive | 64 | 54 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

None

BOARD OF NURSING HOME ADMINISTRATORS

V. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|---|-----------------|-----------------|
| REVENUE: | | |
| Inactive License Renewal | \$ 1,775 | \$ 2,950 |
| Active License Renewal | 9,350 | 11,600 |
| Temporary Permits | 660 | 480 |
| Reciprocity | 340 | 765 |
| Copies of Documents | 60 | 70 |
| Examinations | 1,310 | 1,915 |
| Penalty Fees | 0 | 1,100 |
| TOTAL REVENUE | <u>\$13,495</u> | <u>\$18,880</u> |
| EXPENDITURES: | | |
| PERSONAL SERVICES: | | |
| Salaries | \$7,980 | \$ 9,232 |
| Other Compensation | 250 | 400 |
| Employee Benefits | <u>1,568</u> | <u>1,808</u> |
| TOTAL PERSONAL SERVICES | <u>\$9,798</u> | <u>\$11,440</u> |
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Legal Fees and Court Costs | \$ 78 | \$234 |
| Printing | 37 | 125 |
| Written Examination Fees | 855 | 405 |
| Secretary of State Filing Fees | 119 | 98 |
| Computer Processing Services | 26 | 19 |
| Systems Development and Supplies | 0 | 19 |
| TOTAL CONTRACTED SERVICE | <u>\$1,115</u> | <u>\$900</u> |
| SUPPLIES AND MATERIALS: | | |
| Books and Reference Materials | \$ 1 | \$ 0 |
| Office Supplies - Central Stores | 19 | 102 |
| Office Supplies - Non-state Provider | 28 | 6 |
| Photo and Reproduction | 0 | 8 |
| TOTAL SUPPLIES AND MATERIALS | <u>\$48</u> | <u>\$116</u> |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 60 | \$222 |
| Telephone - Long Distance | 19 | 19 |
| Postage and Mailing | 605 | 492 |
| Telephone - STS Usage | 83 | 61 |
| TOTAL COMMUNICATIONS | <u>\$767</u> | <u>\$794</u> |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$232 | \$521 |
| In-state Commercial Transportation | 76 | 0 |
| In-state Meals | 52 | 57 |
| In-state Lodging | 30 | 48 |
| In-state Meals Overnight | 0 | 37 |
| TOTAL TRAVEL | <u>\$390</u> | <u>\$663</u> |

| BOARD OF NURSING HOME ADMINISTRATORS | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| RENT: | | |
| Department of Administration Buildings | \$250 | \$131 |
| Photocopy Equipment | <u>0</u> | <u>66</u> |
| TOTAL RENT | \$250 | \$197 |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | <u>\$51</u> | <u>\$35</u> |
| TOTAL REPAIR AND MAINTENANCE | \$51 | \$35 |
| OTHER EXPENSES: | | |
| Dues | \$ 250 | \$ 250 |
| Indirect Administrative Costs | 1,592 | 1,611 |
| Office Equipment | <u>0</u> | <u>1,000</u> |
| TOTAL OTHER EXPENSES | \$1,842 | \$2,861 |
| TOTAL OPERATING EXPENSES | \$ 4,463 | \$ 5,566 |
| TOTAL ALL EXPENDITURES | \$14,261 | \$17,006 |
| TOTAL APPROPRIATION | \$15,744 | \$16,705 |
| UNEXPENDED APPROPRIATION | \$ 1,486 | -\$ 158 |
| CASH BALANCE - FYE | \$16,201 | \$18,961 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|---|----------|
| Vera Gerke, 1201 Clark Avenue, Billings, MT | 05/28/89 |
| Marion Finley (Deceased) | 05/28/87 |
| Warren L. Croston, 600 Oak Street, Anaconda, MT | 05/28/90 |
| Clara Hartz, 116082 Buxton Road, Silver Bow, MT | 05/28/86 |
| Carol Ann Andrews, 2229 - 5th Avenue, Havre, MT | 05/28/88 |

BOARD OF OPTOMETRISTS

I. GOALS AND OBJECTIVES

Goals: The Board of Optometrists is responsible for protecting the visual health and safety of the people of Montana by insuring that all applicants for licensure are qualified and competent in the optometry field; that only licensed and qualified professionals are delivering eyecare to the public; and that optometrists in active practice in the state maintain their competency by regulation in accordance with the statutes and rules, and requiring accordance with the statutes and rules, and requiring attendance at continuing educational programs annually.

Objectives: To examine qualified applicants each year for licensure as optometrists to insure their competency in rendering high quality vision care by passage of a practical and written examination as required. To review complaints as received and to provide field investigations as deemed necessary. To determine if disciplinary actions are warranted and if so, to initiate same. To initiate proceedings in the court system against unlicensed persons practicing optometry. To issue renewal of registrations each year and verify compliance with the continuing educational requirements for those optometrists in active practice in the state. To participate in national association meetings to keep up with changes in the profession of optometry. To insure that optometrists desiring to employ diagnostic pharmaceutical agents have complied with the necessary requirements and to recommend to the Board of Medical Examiners that certificates for the use of diagnostic pharmaceutical agents be issued. To review various continuing educational programs and determine their pertinency and relevancy.

II. SUMMARY OF BOARD ACTIVITIES

There were four Board meetings and one examination day in FY 84; and five Board meetings, one Conference Call, and one examination day in FY 85.

Five notices of proposed rule changes or additions were filed and four administrative orders subsequently filed in the biennium pertaining to: requiring optometrists to file and have on record the location of each practice location; the renewal date; unprofessional conduct rules and alternative disciplinary actions; and establishing fees commensurate with costs of administering programs.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| Applications Received by Category | | |
| Examination | 10 | 11 |
| Reciprocity | 0 | 2 |
| Examinations Given by Category (Passing) | | |
| Optometrist | 12(11) | 8 (7) |
| New Licenses Granted by Category | | |
| Examination | 11 | 7 |
| Reciprocity | 1 | 0 |
| Licenses Renewed by Category | | |
| Optometrist | 195 | 180 |

BOARD OF OPTOMETRISTS

| | | |
|---|--------------|--------------|
| Total Licensees at FY End by Category | <u>FY 84</u> | <u>FY 85</u> |
| Optometrist | 208 | 211 |
| Miscellaneous Statistics | | |
| Continuing Education Verified | 123 | 132 |
| DPA Certificates Issued by Board of Medical Examiners | 14 | 7 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--|---|--------------|--------------|
| Practicing optometry with out a license (contact lenses) | Pending (1) Resolved (1) District Court Action Dismissed Defendent Moved (1) | 3 | 0 |
| Dispute over services/ fees | No jurisdiction. (4) Advisory response (1) Resolved (4) No action (3) Pending (2) | 3 | 11 |
| Failure of examination- Filed in U.S. District Court, No. CV84-97. | Pending. (1) | 1 | 0 |
| Statutes and Rules on Advertising. | Agreement and Order accepted (1) | 1 | 0 |
| Misleading Advertising. | Letter of Warning. (2) | 0 | 2 |

Of the 21 complaints received in the biennium, three were filed by optometrists, one by an examinee failure, 16 by the public, and one by the Federal Trade Commission.

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| Revoked | 0 | 0 |
| Suspended | 0 | 0 |
| Other Disciplinary Action | 0 | 0 |
| Revoked for nonpayment of renewal fees | 3 | 2 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|---|-----------------|-----------------|
| REVENUE: | | |
| Original Certificate of Registration | \$ 600 | \$ 350 |
| Renewal of Registration | 10,725 | 20,190 |
| Penalty for Late Renewal of Registration | 360 | 225 |
| Application Fee | 750 | 1,895 |
| Copies of Documents | 8 | 30 |
| TOTAL REVENUE | <u>\$12,443</u> | <u>\$22,690</u> |

BOARD OF OPTOMETRISTS

EXPENDITURES:

| | | |
|------------------------------------|----------|----------|
| PERSONAL SERVICES: | FY 84 | FY 85 |
| Salaries | \$ 4,175 | \$ 4,492 |
| Other Compensation - Board | 1,800 | 2,610 |
| Employee Benefits | 784 | 905 |
| TOTAL PERSONAL SERVICES | \$ 6,759 | \$ 8,007 |
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consult. and Prof. Services | \$ 27 | \$ 11 |
| Legal Fees and Court Costs | 2,264 | 4,593 |
| Printing | 503 | 144 |
| Optometry | 0 | 100 |
| Secretary of State Filing Fees | 216 | 113 |
| Computer Proc. Serv./D. of Admin. | 39 | 22 |
| Sys. Dev. & Sup./D. of Admin. | 0 | 23 |
| Sys. Dev. & Sup./Internal | 0 | 63 |
| General | 0 | 4 |
| TOTAL CONTRACTED SERVICES | \$ 3,049 | \$ 5,073 |
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$ 0 | \$ 10 |
| Books and Reference Materials | 18 | 0 |
| Paper | 0 | 34 |
| Office Supplies/Central Stores | 17 | 106 |
| Office Supplies/Non-state Prov. | 153 | 6 |
| General | 7 | 15 |
| TOTAL SUPPLIES & MATERIALS | \$ 195 | \$ 171 |
| COMMUNICATIONS: | | |
| Telephone - Local Serv. and Equip. | \$ 46 | \$ 37 |
| Telephone - Long Distance Usage | 9 | 208 |
| Postage & Mailing | 423 | 484 |
| Telephone - STS Usage | 83 | 178 |
| TOTAL COMMUNICATION | \$ 561 | \$ 907 |
| TRAVEL: | | |
| In-State Personal Car Mileage | \$ 1,169 | \$ 1,206 |
| In-State Commercial Trans. | 0 | 1,463 |
| In-State State Motor Pool | 118 | 158 |
| In-State Meals | 335 | 362 |
| In-State Lodging | 306 | 576 |
| In-State Meals Overnight | 0 | 153 |
| Out-of-State Commercial Trans. | 652 | 300 |
| Out-of-State Meals | 143 | 0 |
| Out-of-State Lodging | 297 | 0 |
| TOTAL TRAVEL | \$ 3,020 | \$ 4,218 |

BOARD OF OPTOMETRISTS

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------------------------|-----------------|-----------------|
| RENT: | | |
| Office Equipment | \$ 25 | \$ 0 |
| Meeting Rooms | 25 | 15 |
| Photocopy Equipment | 0 | 151 |
| Department of Admin. Buildings | 94 | 61 |
| TOTAL RENT | <u>\$ 144</u> | <u>\$ 227</u> |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | <u>\$ 33</u> | <u>\$ 15</u> |
| TOTAL REPAIR AND MAINTENANCE | <u>\$ 33</u> | <u>\$ 15</u> |
| OTHER EXPENSES: | | |
| Dues | \$ 200 | \$ 300 |
| Regis. Fees for Training Conf. | 212 | 205 |
| Indirect/Administrative Costs | 1,349 | 1,365 |
| General | 10 | 2 |
| TOTAL OTHER EXPENSES | <u>\$ 1,771</u> | <u>\$ 1,872</u> |
| TOTAL OPERATING EXPENSES | \$ 8,773 | \$ 12,483 |
| EQUIPMENT AND INTANGIBLE ASSETS: | | |
| Office | \$ 0 | \$ 648 |
| TOTAL EQUIPMENT | <u>\$ 0</u> | <u>\$ 648</u> |
| GRANTS: | | |
| To Educational Grants | \$ 1,500 | \$ 0 |
| TOTAL GRANTS | <u>\$ 1,500</u> | <u>\$ 0</u> |
| TOTAL ALL EXPENDITURES | \$ 17,032 | \$ 21,138 |
| TOTAL APPROPRIATION | \$ 18,549 | \$ 21,147 |
| UNEXPENDED APPROPRIATION | \$ 1,517 | \$ 9 |
| CASH BALANCE - FYE | \$ 20,681 | \$ 22,202 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | <u>Term Expires</u> |
|---|---------------------|
| Alverne S. Kautz, O.D., 1212 Grand Avenue, Billings, MT -- Reappointed | 3/3/88 |
| Sara Gertrude Malone, East Shore, Big Fork, MT | 2/2/87 |
| Paul L. Kathrein, O.D., 509 2nd Avenue North, Great Falls, MT | 3/3/87 |
| John D. Dedrickson, O.D., Box K, Libby, MT Resigned 6/6/84 | 4/3/85 |
| Kenneth R. Zuroff, O.D., Box 1369, Glendive, MT (Replaced Dedrickson) -- Reappointed | 4/3/89 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

None

BOARD OF OPTOMETRISTS

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

To review and revise the statutes and rules regulating the profession of optometry to provide for better protection of the public health, safety, and welfare.

BOARD OF PHARMACY

I. GOALS AND OBJECTIVES

Goals: The practice of pharmacy is a professional practice affecting the public health, safety, and welfare and is subject to regulation and control in the public interest.

It is a matter of public interest and concern that the practice of pharmacy merit and and receive the confidence of the public.

It is the Board's responsibility to make certain that only qualified persons be permitted to engage in the practice of pharmacy in the state of Montana.

It is the Board's responsibility to set standards of competence for the practice of pharmacy in the state of Montana.

It is the Board's responsibility to assure uniform qualifications and continued competency of licensed pharmacists.

It is the Board's purpose to promote, preserve, protect the public health, safety, and welfare by and through the effective control and regulation of the practice of pharmacy.

Objectives: In order to realize the above goals, the Board of Pharmacy shall:

1. License drug outlets engaged in the manufacturing, production, dispensing, and distribution of drugs, medications, devices, and such other materials as may be used in the diagnosis and treatment of injury, illness, and disease.
2. Regulate the quality of drugs and medicines dispensed in this state, using the United States Pharmacopoeia/National Formulary or revisions thereof as standards.
3. Adopt rules necessary to carry out provisions in a fair, impartial, and nondiscriminatory manner.
4. Grant licenses to each candidate judged to have the required proficiency for the practice of pharmacy.
5. Promulgate, adopt, amend, and repeal such rules as may be deemed necessary for the proper administration and enforcement of the statutes.
6. Make field checks of certified pharmacies, registered pharmacists, registered interns, and others involved in the distribution of drugs for compliance with the statutes and rules pertaining to the practice of pharmacy.
7. Supervise interns and the internship program and monitor the externship and clerkship programs offered by the School of Pharmacy and Allied Health Sciences, University of Montana.
8. Investigate all complaints registered with the Board involving any registrant.
9. Hold hearings when deemed necessary and to dismiss charges, suspend or revoke licenses according to the evidence produced and the decision of the Board.

Board of Pharmacy

10. Maintain reasonable and continuing supervision and surveillance over all licensees.

11. Continue to be involved in regional and national decisions affecting the practice of pharmacy.

II. SUMMARY OF BOARD ACTIVITIES

Two Board meetings were held in FY 84 and three were held in FY 85. NABPLEX Examinations, Jurisprudence Examinations and reciprocity examinations were administered twice in each fiscal year.

There were 69 on-site inspections in FY 84 and 42 in FY 85.

Three notices of proposed rule changes, deletions, and/or additions and two administrative orders were filed during the biennium. Included in the rule changes/deletions/additions were: changing the name of the Board to Board of Pharmacy; repealing references to the poison register; amending and updating the list of Controlled Substances; increasing the examination fee commensurate with costs; and proposing new rules for prescription requirements, records of dispensing, transfer of prescriptions, and automated data processing systems.

Replacement pages to the Board of pharmacy Statute and Rule Book were printed and distributed to registrants in FY 84.

There was one exemption granted to the code imprinting requirement in FY 84 and two in FY 85.

There were 10 "Report of Theft of Loss of Controlled Substances" forms filed with the Board during FY 84 and 16 filed during FY 85.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| Applications Received by Category | <u>FY 84</u> | <u>FY 85</u> |
|-----------------------------------|--------------|--------------|
| Pharmacist Examination | 26 | 23 |
| Pharmacist Reciprocity | 24 | 22 |
| Certified Pharmacies | 30 | 39 |
| DDA Distribute | 7 | 6 |
| DDA Dispense | 24 | 39 |
| DDA Analyze/Conduct Research | 0 | 0 |
| Interns | 19 | 28 |

Examinations Given by Category (Passing)

| | | |
|--------------------------|--------|--------|
| Pharmacist NABPLEX | 26(25) | 22(22) |
| Pharmacist Practical | 1(1) | 0 |
| Pharmacist Jurisprudence | 28(28) | 21(21) |
| Pharmacist Reciprocity | 21(20) | 25(25) |

Board of Pharmacy

| New Licenses Granted by Category | <u>FY 84</u> | <u>FY 85</u> |
|----------------------------------|--------------|--------------|
| Pharmacist Examination | 21 | 26 |
| Pharmacist Reciprocity | 11 | 22 |
| Certified Pharmacies | 28 | 43 |
| DDA Distribute | 6 | 4 |
| DDA Dispense | 21 | 42 |
| DDA Analyze/Conduct Research | 0 | 0 |
| Interns | 21 | 28 |

| Licenses Renewed by Category | | |
|------------------------------|-------|-----|
| Pharmacists | 1,054 | 960 |
| Certified Pharmacies | 294 | 309 |
| DDA Distribute | 74 | 75 |
| DDA Dispense | 284 | 283 |
| DDA Analyze/Conduct Research | 1 | 1 |

| Total Licensees at FY End by Category | | |
|---------------------------------------|-------|-------|
| Pharmacists | 1,062 | 1,066 |
| Certified Pharmacies | 310 | 313 |
| DDA Distribute | 79 | 78 |
| DDA Dispense | 283 | 282 |
| DDA Analyze/Conduct Research | 1 | 1 |

| Continuing Education | | |
|-----------------------|-------|-----|
| Programs Approved | 74 | 66 |
| Verified | 15 | 34 |
| Report Forms Reviewed | 1,054 | 960 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|---|---|--------------|--------------|
| Unprofessional or illegal conduct of pharmacist | - Acupuncturist dispensing drugs without label, referred to FDA (1) -Lack of information on label, not substantiated (1) -Wrong ingredients in prescription (Rx), Board Reprimand (2) -Selling misbranded drugs, referred to manufacturer (1) -Manufacturing Rx in home, ordered to discontinue (1) | 22 | 17 |

Board of Pharmacy

TYPE OF COMPLAINT

DISPOSITION

FY 84

FY 85

- Possible use of drugs, left state, unable to locate (1)
- Use of alcohol, not substantiated (2)
- Selling Rx drugs over the counter, drug in question legally available over the counter (1)
- Out of state pharmacist objecting to behavior of MT R. Ph., referred to opposite state Board of Pharmacy (1)
- Allowing unauthorized person to be involved in dispensing procedure, ordered to discontinue practice (5)
- Wrong strength of drug in Rx, anonymous, no names revealed (1)
- No R.Ph. on duty, ordered to make certain R.Ph. on duty when pharmacy open (1)
- Possible narcotic theft, no evidence produced (1)
- Dispense Rx drugs without Rx, letters of reprimand from Board (2)
- Drug dispensed not prescribed, letter of reprimand from Board (2)
- Drug dispensed with no Rx, not substantiated (1)
- Person not registered in Montana working as pharmacist, letter of reprimand to owner (1)
- Suspected fraud, no evidence produced (2)
- Exorbitant prices for Rx, check with Better Business Bureau (2)
- Will not fill Rx written by retired M.D., illegal to do so (2)
- Not satisfied with treatment by R.Ph., resolved (1)
- Antibiotic available from Class IV Facility, not substantiated (1)
- Erratic behavior on duty, out of state, referred to appropriate Board (1)
- Possible overcharge for nursing home patient, request audit (1)

Board of Pharmacy

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|---|--|--------------------|--------------------|
| | -Refused to fill Rx, not substantiated (2) | | |
| | -Family member using drugs, not substantiated (1) | | |
| | -Price cutting on Rx illegal, not substantiated (2) | | |
| Unprofessional or illegal conduct of other professional | -M.D. buying narcotics from hospital, mailed applicable Federal regulations (2) | 8 | 7 |
| | -M.D. using narcotics, referred to Board of Medical Examiners (BME), audited Rx files (4) | | |
| | -M.D. purchased large quantity of drugs from pharmacy, referred to Board of Medical Examiners, DEA (1) | | |
| | -M.D.'s discriminating against pharmacy, told to contact BME (1) | | |
| | -D.D.S. writing narcotic Rx for self, referred to Board of Dentistry (2) | | |
| | -M.D. prescribing large quantities of narcotics, report to out of state Board inquiry, not substantiated (1) - audit for BME (2) | | |
| | -Patient getting drugs from out of state D.D.S., no names, not resolved (1) | | |
| | -M.D. charging exorbitant prices, told to contact BME (1) | | |
| Other | -Objected to renewal penalty, correct ruling (3) | <u>FY 84</u> 11 | <u>FY 85</u> 12 |
| | -Spouse abusing drugs, no names, not resolved (2) | | |
| | -Loss of drugs in nursing home, adopt better record keeping procedures (1) | | |
| | -Incest cause for revocation?, not pursued (1) | | |
| | -Food Store selling vitamins of excessive strength, referred to FDA (1) | | |
| | -Use of word pharmacy in ad for music store, letter to cease and desist (1) | | |

Board of Pharmacy

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------|---|--------------|--------------|
| | -R.Ph. objects to intern restrictions make suggestions for change (1) | | |
| | -Wholesaler refusing to sell drugs to pharmacy, supplied necessary information (1) | | |
| | -R.Ph. objects to reciprocity requirements, make suggestions for change (1) | | |
| | -Inquiry as to whether manufacturer is legitimate, unable to locate (1) | | |
| | -R.Ph. object to time lapse for licensing, not substantiated (1) | | |
| | -R.Ph. complains that DEA permit delayed unnecessarily, misunderstood procedure (1) | | |
| | -Objected to delay in daughter's renewal, lack of C.E. reason (1) | | |
| | -Forged Rx, referred to County Attorney (1) | | |
| | -Person getting drugs without Rx, not verified (1) | | |
| | -Schools dispensing drugs (Fluoride), referred to Board of Dentistry (1) | | |
| | -Person claimed that his name being used to procure drugs, not verified (1) | | |
| | Variety store selling syringes, legal (1) | | |
| | -R.Ph. objected to conduct of reciprocity exam, letter of apology sent (1) | | |
| | -Possible contamination of contact wetting solution, told to contact FDA (1) | | |

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| Revoked-Registered Pharmacist | 2 | 0 |
| Suspended-Registered Pharmacist | 0 | 1 |
| Deferred Suspension-Registered Pharmacist | 0 | 2 |
| Other Disciplinary Action-Reprimands | 5 | 1 |
| Failure to pay renewal fee and/or comply with continuing education | 30 | 38 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------------------|--------------|--------------|
| REVENUE: | | |
| Pharmacist Reciprocity | \$ 5,665 | \$ 5,175 |
| Pharmacist Renewal | 43,510 | 38,400 |
| Pharmacist Late Renewal | 1,660 | 1,080 |
| Certified Pharmacy Renewal | 22,350 | 22,350 |
| Certified Pharmacy Late Renewal | 450 | 300 |
| Class IV Pharmacy Original Renewal | 700 | 850 |
| Pharmacist Intern | 760 | 1,080 |
| DDA Manufacture/Distribute | 8,100 | 8,100 |
| DDA Dispense | 7,680 | 8,050 |
| DDA Research/Analyze | 50 | 50 |
| Certified Pharmacy Original | 1,900 | 3,800 |
| Pharmacist Original | 1,050 | 2,400 |
| Copies of Documents | 650 | 1,205 |
| Transcripts of Grades/Intern Hours | 280 | 420 |
| Pharmacist Examination | 1,950 | 2,300 |
| TOTAL REVENUE | \$ 96,755 | \$ 95,560 |
| EXPENDITURES: | | |
| PERSONAL SERVICES: | | |
| Salaries-Employees | \$ 43,433 | \$ 44,852 |
| Other Compensation - Board Per Diem | 2,250 | 2,750 |
| Employee Benefits | 7,891 | 8,454 |
| TOTAL PERSONAL SERVICES | \$ 53,574 | \$ 56,056 |
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consultant and Professional Services | \$ 177 | \$ 253 |
| Legal Fees and Court Costs | 4,442 | 1,084 |
| Printing | 1,533 | 2,850 |
| Written Examination Fees | 1,300 | 1,560 |
| Consultant and Other Travel | 14 | 0 |
| Secretary of State Filing Fees | 105 | 308 |
| Computer Processing Services | 73 | 34 |
| Sys. Dev. and Sup./D of Admin. | 0 | 44 |
| Sys. Dev. and Sup./Internal | 48 | 105 |
| TOTAL CONTRACTED SERVICES | \$ 7,692 | \$ 6,238 |
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$ 39 | \$ 42 |
| Printing | 0 | 507 |
| Books and Reference Materials | 122 | 40 |
| Paper/Central Stores | 0 | 24 |
| Office Supplies/Central Stores | 46 | 115 |
| Office Supplies/Non-state Proc. | 107 | 167 |
| General | 2 | 0 |
| TOTAL SUPPLIES AND MATERIALS | \$ 316 | \$ 895 |

Board of Pharmacy

| | <u>FY 84</u> | <u>FY 85</u> |
|--|------------------|------------------|
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 578 | \$ 891 |
| Telephone - Long Distance | 328 | 261 |
| Postage and Mailing | 2,206 | 3,188 |
| Telephone - STS Usage | 493 | 516 |
| Telephone - Onetime Charges | 0 | 1 |
| TOTAL COMMUNICATIONS | <u>\$ 3,605</u> | <u>\$ 4,857</u> |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 1,681 | \$ 2,063 |
| In-state Commercial Transportation | 94 | 64 |
| In-state Meals | 1,054 | 309 |
| In-state Lodging | 1,258 | 1,371 |
| In-state Meals Overnight | 0 | 904 |
| Out-of-state Personal Car Mileage | 0 | 168 |
| Out-of-state Commercial Transportation | 1,716 | 551 |
| Out-of-state Other | 14 | 0 |
| Out-of-state Meals | 314 | 97 |
| Out-of-state Lodging | 798 | 706 |
| Out-of-state Meals Overnight | 0 | 82 |
| TOTAL TRAVEL | <u>\$ 6,929</u> | <u>\$ 6,315</u> |
| RENT: | | |
| Office Equipment | \$ 62 | \$ 0 |
| Meeting Rooms | 90 | 100 |
| Photocopy Equipment | 0 | 148 |
| Department of Administration Buildings | 982 | 860 |
| Non-Department of Administration Buildings | 1,440 | 1,440 |
| TOTAL RENT | <u>\$ 2,574</u> | <u>\$ 2,548</u> |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | \$ 163 | \$ 89 |
| TOTAL REPAIR AND MAINTENANCE | <u>\$ 163</u> | <u>\$ 89</u> |
| OTHER EXPENSES: | | |
| Dues | \$ 130 | \$ 130 |
| Regis. Fees for Training Conf. | 263 | 230 |
| Freight and Express | 0 | 4 |
| Indirect Administrative Costs | 13,707 | 13,874 |
| General | 0 | 4 |
| TOTAL OTHER EXPENSES | <u>\$ 14,100</u> | <u>\$ 14,242</u> |
| TOTAL OPERATING EXPENSE: | \$ 35,379 | \$ 35,184 |

Board of Pharmacy

| | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------------|----------------|----------------|
| EQUIPMENT & INTANGIBLE ASSETS: | | |
| Office Equipment | \$ 143 | \$ 2,883 |
| TOTAL EQUIPMENT | \$ 143 | \$ 2,883 |
| TOTAL ALL EXPENDITURES | \$ 89,096 | \$ 94,123 |
| TOTAL APPROPRIATION | \$ 105,102 | \$ 110,845 |
| UNEXPENDED APPROPRIATION | \$ 16,006 | \$ 16,722 |
| CASH BALANCE - FYE | \$ 60,379 | \$ 61,655 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | <u>Term Expires</u> |
|---|---------------------|
| D. Wayne Bollinger, R.Ph., % Kalispell Regional Hospital, 310 Sunnyview Lane, Kalispell, MT Reappointed | 7/1/86 |
| Rebecca H. Deschamps, R.Ph., 4505 Old Marshall Grade Road, Missoula, MT Reappointed | 7/1/89 |
| Anthony J. Francisco, R.Ph., Box 430, Townsend, MT | 7/1/85 |
| Kristin Hartley, 1204 Maryland, Deer Lodge, MT Reappointed | 7/1/87 |
| Diana Pennell, Gilt Edge Stage, Lewistown, MT Reappointed | 7/1/88 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

None

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

Print and distribute updates for Pharmacy Statute and Rule Book; revise forms as needed; review statutes and rules for changes, deletions and additions; and continually monitor budget, expenses, and special revenue account fund in order to avoid deficits.

BOARD OF PHYSICAL THERAPY EXAMINERS

I. GOALS AND OBJECTIVES

Goals: The practice of physical therapy is a profession regulated by the state of Montana to promote, preserve, and protect the public health, safety and welfare. Control and regulation of the practice of physical therapy is maintained by trying to assure that those persons who are admitted to practice are qualified and that those who practice maintain certain standards.

Objectives: The Board will continue to implement and enforce standards and rules within its jurisdiction governing the licensing of physical therapists and maintenance of practice standards by professionals. When warranted the Board will investigate complaints and sit in judgment at hearings for the suspension, revocation, or denial of a license. The Board will periodically adopt rules to implement legislative policy.

The Board will continue to monitor expenses and revenues to assure that fees are set commensurate with regulatory program costs; to hold meetings and administer examinations; to request enhancement of the statutes through appropriate legislative procedures; and to review and renew licenses issued under its jurisdiction.

II. SUMMARY OF BOARD ACTIVITIES

Three Board meetings were held in FY 84 and two Board meetings were held in FY 85. The Board scheduled two examinations in FY 84 and two examinations in FY 85. In FY 84 the Board published one Notice of Proposed Rule Change, held one public hearing on the proposed rules, and published one Notice of Adoption. In FY 85 the Board published one Notice of Proposed Rule Change and published one Notice of Adoption. Rules proposed in the biennium included Applications, Examinations, Fees, Temporary Licenses, and Foreign-trained Applicants.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|---------------------------------------|--------------|--------------|
| Applications Received by Category | | |
| Examinations | 17 | 8 |
| Endorsements | 27 | 22 |
| New Licenses Granted by Category | | |
| Examinations | 16 | 9 |
| Endorsements | 23 | 24 |
| Licenses Renewed by Category | | |
| Physical Therapists | 213 | 221 |
| Total Licensees at FY End By Category | | |
| Physical Therapists | 240 | 238 |

BOARD OF PHYSICAL THERAPY EXAMINERS

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|---|---|--------------|--------------|
| Practicing without a license. | Investigated-hospital sent a letter of warning-person in question obtained a license-case closed. | 1 | |
| | Investigated-no violation-practice was massage therapy-case closed. | 1 | |
| Misleading advertising. | Investigated-violation not substantiated-case closed. | 1 | |
| Professional competence. | No cooperation w investigation from complaining party-case closed. | | 1 |
| Chiropractor advertising physical therapy services. | Investigated-sent letter requesting that the term "chiropractic physiotherapy" be used in future -cases closed. | | 2 |
| | Investigated-misquote by the newspaper -case closed. | | 1 |
| | Investigated-error by t company-case closed. | | 1 |
| Medicaid fraud. | Investigated-Board acknowledged the terms of SRS's Settlement Agreement-pending. | | 1 |
| Practicing outside the scope of physical therapy. | Investigated-letter of warning issued-case closed. | | 1 |
| Providing treatment without physician referral. | Investigation pending. | | 1 |

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------------------|--------------|--------------|
| Revoked | 0 | 0 |
| Suspended | 0 | 0 |
| Letter of Warning | 1 | 3 |
| Failure to Pay Renewal Fee | 11 | 10 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|------------------------------|--------------|--------------|
| REVENUE: | | |
| Penalty | \$ 85 | \$ 300 |
| PES Examination Application | 2,190 | 1,200 |
| Renewal | 16,075 | 16,575 |
| Endorsement Application | 2,880 | 2,550 |
| Temporary License | 85 | 300 |
| Original License | 150 | 990 |
| Documents, Duplicates, Other | 0 | 30 |
| TOTAL REVENUE | \$21,465 | \$21,945 |

BOARD OF PHYSICAL THERAPY EXAMINERS

EXPENDITURES:

FY 84

FY 85

PERSONAL SERVICES:

| | | |
|----------------------------|----------------|----------------|
| Salaries | \$3,449 | \$4,288 |
| Other Compensation - Board | 600 | 850 |
| Employee Benefits | 723 | 805 |
| TOTAL PERSONAL SERVICES | <u>\$4,772</u> | <u>\$5,943</u> |

OPERATING EXPENSES:

CONTRACTED SERVICES:

| | | |
|--------------------------------------|----------------|----------------|
| Consultant and Professional Services | \$ 0 | \$ 59 |
| Legal Fees and Court Costs | 800 | 448 |
| Printing | 274 | 255 |
| Written Examination | 880 | 675 |
| Secretary of State Filing Fees | 300 | 83 |
| Computer Processing Services | 183 | 187 |
| Systems Development and Supplies | 367 | 402 |
| TOTAL CONTRACTED SERVICES | <u>\$2,804</u> | <u>\$2,109</u> |

SUPPLIES AND MATERIALS:

| | | |
|-------------------------------|--------------|--------------|
| Photo and Reproduction | \$ 0 | \$ 2 |
| Books and Reference Materials | 7 | 0 |
| Paper | 0 | 4 |
| Office Supplies | 73 | 176 |
| General | 71 | 97 |
| TOTAL SUPPLIES AND MATERIALS | <u>\$151</u> | <u>\$279</u> |

COMMUNICATIONS:

| | | |
|---|--------------|--------------|
| Telephone - Local Service and Equipment | \$ 10 | \$ 33 |
| Telephone - Long Distance | 48 | 115 |
| Postage and Mailing | 572 | 544 |
| Telephone - STS Usage | 112 | 54 |
| TOTAL COMMUNICATIONS | <u>\$742</u> | <u>\$746</u> |

TRAVEL:

| | | |
|--|--------------|----------------|
| In-state Personal Car Mileage | \$250 | \$ 410 |
| In-state Commercial Transportation | 204 | 0 |
| In-state Other | 0 | 15 |
| In-state Meals | 119 | 104 |
| In-state Lodging | 72 | 96 |
| Out-of-state Commercial Transportation | 0 | 470 |
| Out-of-state Meals | 0 | 135 |
| Out-of-state Lodging | 0 | 321 |
| TOTAL TRAVEL | <u>\$645</u> | <u>\$1,551</u> |

RENT:

| | | |
|--|--------------|-------------|
| Meeting Rooms | \$ 30 | \$ 0 |
| Department of Administration Buildings | 99 | 37 |
| Photocopy Equipment | 0 | 59 |
| TOTAL RENT | <u>\$129</u> | <u>\$96</u> |

REPAIR AND MAINTENANCE:

| | | |
|------------------------------|-------------|------------|
| Maintenance Contracts | \$46 | \$3 |
| TOTAL REPAIR AND MAINTENANCE | <u>\$46</u> | <u>\$3</u> |

BOARD OF PHYSICAL THERAPY EXAMINERS

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------------------------|--------------|--------------|
| OTHER EXPENSES: | | |
| Registration Fees for Training | \$20 | \$150 |
| Photographic and Film Processing | 7 | 0 |
| Tuition | 0 | 26 |
| TOTAL OTHER EXPENSES | <u>\$27</u> | <u>\$176</u> |
| EQUIPMENT: | | |
| Office | \$0 | \$808 |
| TOTAL EQUIPMENT | <u>\$0</u> | <u>\$808</u> |
| TRANSFER ADMINISTRATIVE COSTS | \$ 1,172 | \$ 1,186 |
| TOTAL ALL EXPENDITURES | \$10,488 | \$12,897 |
| TOTAL APPROPRIATION | \$13,217 | \$14,044 |
| UNEXPENDED APPROPRIATION | \$ 2,729 | \$ 1,147 |
| CASH BALANCE - FYE | \$14,658 | \$23,641 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|--|----------|
| Thomas Larson, P.T., 1019 West Woolman, Butte, MT | 07/01/85 |
| Helen Jorgenson, P.T., 3427 Timberline Drive, Billings, MT | 07/01/84 |
| Richard Bartow, P.T., 725 - 54th Street South, Great Falls, MT | 07/01/86 |
| Richard Don Tigny, P.T., Ridge Road, Havre, MT | 07/01/87 |
| Barbara Reed, P.T., 3004 Saint Ann, Butte, MT | 07/01/88 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

None

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

To up-grade automation of the renewal process. Continue to up-date rules and statutes through appropriate procedures. Study the feasibility of developing or participating in an Impaired Professionals Program. Continue to send one Board member each year to the National APTA Membership Meeting.

BOARD OF PLUMBERS

I. GOALS AND OBJECTIVES

Goals: To assure to the public that all licensed master and journeyman plumbers are duly qualified to perform the work for which they have been licensed.

Objectives: To protect the public from undesirable plumbing practices, to license all persons qualified to be plumbers, to investigate complaints and conduct hearings, to provide technical assistance to the inspection section, to adequately examine applicants as to their competence, experience, and qualifications, to review and renew those licenses currently in effect.

II. SUMMARY OF BOARD ACTIVITIES

The Board conducted 9 meetings in FY 84 & 85 and 9 examinations.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|-----------------------------------|--------------|--------------|
| Applications Received by Category | | |
| Masters | 49 | 38 |
| Journeyman | 48 | 62 |
| Total | <u>97</u> | <u>100</u> |
| Examinations by Category | | |
| Masters | 41 | 55 |
| Journeyman | 40 | 59 |
| Total | <u>81</u> | <u>114</u> |
| New Licenses Issued by Category | | |
| Masters | 35 | 44 |
| Journeyman | <u>33</u> | <u>47</u> |
| Total | <u>68</u> | <u>91</u> |
| Licenses Renewed by Category | | |
| Masters | 361 | 392 |
| Journeyman | 500 | 494 |
| Total Licensees at FY End | 861 | 886 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>FY 84</u> | <u>FY 85</u> |
|----------------------------|--------------|--------------|
| Master License complaints: | | |
| Total | 4 | 52 |
| Resolved | 2 | 41 |
| Unresolved | 2 | 11 |
| Filed with County Attorney | 0 | 4 |

BOARD OF PLUMBERS

| | <u>FY 84</u> | <u>FY 85</u> |
|-------------------------------------|--------------|--------------|
| Journeyman License complaints: | | |
| Total | 7 | 38 |
| Resolved | 3 | 20 |
| Unresolved | 4 | 18 |
| Filed with County Attorney | 0 | 3 |
| Unregistered Apprentice complaints: | | |
| Total | 3 | 11 |
| Resolved | 1 | 9 |
| Unresolved | 2 | 2 |
| Contacted Bureau of Labor & Indust. | 1 | 7 |
| Filed with County Attorney | 0 | 1 |
| Non-Licensed people complaints: | | |
| Total | 27 | 41 |
| Resolved | 11 | 30 |
| Unresolved | 16 | 11 |
| Filed with County Attorney | 6 | 6 |
| City variance complaints: | | |
| Total | 2 | 0 |
| Variance revoked | 1 | 0 |
| Resolved | 1 | 0 |

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTIONS

| | <u>FY 84</u> | <u>FY 85</u> |
|------------------|--------------|--------------|
| Revoked | 0 | 0 |
| Suspended | 0 | 0 |
| Failure to renew | 45 | 50 |

V. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------------|--------------|--------------|
| REVENUE: | | |
| Master Plumber Renewal | \$ 14,605 | \$ 33,140 |
| Journeyman Plumber Renewal | 20,410 | 41,984 |
| Copies of Documents | 1 | 0 |
| Master Plumber exam | 4,950 | 4,225 |
| Journeyman Plumber exam | 4,860 | 6,280 |
| Plumbing Code Book | 1,204 | 1,152 |
| Journeyman applications | 0 | 1,885 |
| Plumber initial master license | 0 | 64 |
| Journeyman initial license fee | 0 | 829 |
| Master Plumber application fee | 0 | 688 |
| TOTAL REVENUE | \$ 46,030 | \$ 90,247 |

EXPENDITURES:

PERSONAL SERVICES:

| | | |
|-------------------------|-----------|-----------|
| Salaries | \$ 28,801 | \$ 18,798 |
| Other compensation | 3,100 | 4,100 |
| Employee benefits | 5,783 | 3,900 |
| TOTAL PERSONAL SERVICES | \$ 37,684 | \$ 26,798 |

BOARD OF PLUMBERS

| OPERATING EXPENSES: | FY 84 | FY 85 |
|------------------------------------|-----------|-----------|
| CONTRACTED SERVICES: | | |
| Consultant and Prof. Services | \$ 1,329 | \$ 186 |
| Legal Fees & Court Costs | 9,718 | 2,213 |
| Printing | 408 | 955 |
| Photographic Services | 4 | 0 |
| Written Examination fees | 10 | 0 |
| Secretary of State Filing Fees | 177 | 38 |
| Computer Proc. Serv./D of A | 30 | 24 |
| Sys Dev & Sup/D of A | 0 | 32 |
| Sys Dev & Sup/Internal | 666 | 22 |
| TOTAL CONTRACTED SERVICES | \$ 12,342 | \$ 3,472 |
| SUPPLIES & MATERIALS: | | |
| Minor Tools, Instrum, & Equip | \$ 9 | \$ 24 |
| Photo & Reproduction | 15 | 24 |
| Plumbing | 610 | 0 |
| Books & Reference Materials | 1,711 | 840 |
| Paper/Central Store | 4 | 37 |
| Shop Supplies | 17 | 1,393 |
| Photographic | 1 | 16 |
| Office Supplies/Central Stores | 159 | 193 |
| Office Supplies/Non-State Provider | 240 | 115 |
| Data Processing Supplies | 0 | 65 |
| Propane Vehicle fuel | | 3 |
| TOTAL SUPPLIES & MATERIALS | \$ 2,766 | \$ 2,686 |
| COMMUNICATIONS: | | |
| Telephone - Local Serv & Equip. | \$ 183 | \$ 383 |
| Telephone - Long Distance use | 215 | 193 |
| Postage & Mailing | 919 | 1,084 |
| Advertising | 0 | 262 |
| Telephone STS usage | 691 | 82 |
| Telephone - onetime charges | | 2 |
| TOTAL COMMUNICATIONS | \$ 2,008 | \$ 2,006 |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 3,648 | \$ 4,333 |
| In-state State Motor Pool | 88 | 2,743 |
| In-state Commercial Transport | 160 | 0 |
| In-state Other | 2 | 6 |
| In-state Meals | 1,500 | 618 |
| In-state Lodging | 1,601 | 2,798 |
| In-state Meals Overnight | 0 | 1,792 |
| Out-of-state Personal Car Mileage | 0 | 172 |
| Out-of-state Other | 0 | 1 |
| Out-of-state Meals | 0 | 52 |
| Out-of-state Lodging | 0 | 64 |
| General | | 2 |
| TOTAL TRAVEL | \$ 6,999 | \$ 12,581 |

BOARD OF PLUMBERS

| | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------------|--------------|--------------|
| RENT: | | |
| Storage | \$ 167 | \$ 167 |
| Meeting Rooms | 0 | 1,145 |
| Photo Copy Equipment | 0 | 126 |
| Rent/D of A | 796 | 709 |
| TOTAL RENT | \$ 963 | \$ 2,147 |
| REPAIR & MAINTENANCE | | |
| Vehicles - Passenger | \$ 0 | \$ 21 |
| Maintenance Contracts | 182 | 189 |
| TOTAL REPAIR & MAINTENANCE | \$ 182 | \$ 210 |
| OTHER EXPENSES: | | |
| Dues | \$ 100 | \$ 100 |
| Registration Fees for Training | 140 | 0 |
| Relocation | 0 | 95 |
| Indirect/Admin Costs | 8,268 | 0 |
| Photographic & Film | 30 | 15 |
| General | | 6 |
| TOTAL OTHER EXPENSES | \$ 8,538 | \$ 216 |
| TOTAL OPERATING EXPENSES | \$ 33,798 | \$ 23,318 |
| EQUIPMENT: | | |
| Office Equipment | \$ 250 | \$ 0 |
| TOTAL EQUIPMENT | \$ 250 | \$ 0 |
| TOTAL ALL EXPENDITURES | \$ 71,732 | \$ 50,116 |
| TOTAL APPROPRIATION | \$ 68,774 | \$ 68,006 |
| UNEXPENDED APPROPRIATION | \$ -2,958 | \$ 17,890 |
| CASH BALANCE _ FYE | \$ 7,257 | \$ 42,015 |

VII. BOARD MEMBERSHIP DURING BIENNUUM

| | |
|---|--------|
| William Tooley, 1649 Lynn, Billings, MT 59101 | 5/4/89 |
| Dan Fraser, Department of Health, Helena, MT 59620 | |
| Donald Kristensen, 7380 Eagle Rd., Bozeman, MT 59715 | 5/4/87 |
| Mitchell Mihailovich, 1900 Elm St., Butte, MT 59701 | 5/4/86 |
| Kastor Simensen, 420 Highway #2, Wolf Point, MT 59201 | 5/4/86 |
| James Allen, 325 E. Broadway, Missoula, MT 59801 | 7/1/87 |
| Ronald Lyford, P.O. Box 162, Kalispell, MT 59901 | 5/4/87 |
| Alve Thomas, 1703 Highland Ave., Helena, MT 59601 | 7/1/87 |
| Monty Patterson, P.O. Box 30616, Billings, MT 59107 | 5/4/86 |
| Thor Jackola, P.O. Box 1134, Kalispell, MT 59901 | 5/4/88 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

None

IX. RECOMMENDATION FOR ADMINISTRATION OF PROGRAM

Automate renewal process.

BOARD OF POLYGRAPH EXAMINERS

I. GOALS AND OBJECTIVES

Goals: To protect the public, employees and employers from nonlicensed persons performing polygraph examinations.

Objectives: To assure that persons conducting polygraph examinations are fully qualified, proctoring examinations, issuing licenses to successful candidates and to work closely with the Department of Labor and Industry on the illegal use of polygraph examinations.

LEGISLATION AFFECTING THE PROGRAM

The licensing program for Polygraph Examiners was created under Chapter 85, Montana Session Laws 1983, effective October 1, 1983. H.B. 639, Chapter 547, Montana Session laws 1985, effective April 18, 1985 revised Polygraph licensure laws by creating internship training, establishing a pre-test procedures and setting dates for license renewal.

II. STATISTICS ILLUSTRATING PROGRAM ACTIVITIES

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------------------|--------------|--------------|
| Examinations Given | 16 | 2 |
| License by Waiver | 1 | |
| Reciprocal licenses issued | 2 | 1 |
| Licenses Renewed | | 19 |

III. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

No Complaints Filed

IV. FISCAL INFORMATION

REVENUE:

| | | |
|------------------|--------------|--------------|
| Examination Fees | \$ 120 | \$ 50 |
| Application Fees | | 625 |
| License Fee | <u>2,125</u> | <u>2,100</u> |
| TOTAL REVENUE | \$ 2,245 | \$ 2,775 |

EXPENDITURES:

PERSONAL SERVICES:

| | | |
|-------------------------|-----------|------------|
| Salaries | \$ 457 | \$ 1,068 |
| Employee Benefits | <u>89</u> | <u>198</u> |
| TOTAL PERSONAL SERVICES | \$ 546 | \$ 1,266 |

OPERATING EXPENSES:

CONTRACTED SERVICES:

| | | |
|----------------------------------|--------|----------|
| Legal Fees and Court Costs | \$ 23 | \$ 59 |
| Printing | 229 | 70 |
| Secretary of State Filing Fees | 150 | 8 |
| Computer Processing Services/DOA | 48 | 11 |
| Systems Development/DOA | | <u>9</u> |
| TOTAL CONTRACTED SERVICES | \$ 450 | \$ 157 |

Polygraph Examiners

| | | |
|---|----------|----------|
| SUPPLIES AND MATERIALS: | FY 84 | FY 85 |
| Photo and Reproduction | \$ 6 | |
| Office Supplies - Central Stores | | \$ 55 |
| Office Supplies - Non-state Provider | 5 | |
| TOTAL SUPPLIES AND MATERIALS | \$ 11 | \$ 55 |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 10 | \$ 34 |
| Telephone - Long Distance | | 38 |
| Postage and Mailing | 20 | 27 |
| Telephone - STS Usage | 6 | 4 |
| TOTAL COMMUNICATIONS | \$ 36 | \$ 103 |
| TRAVEL: | | |
| In-state Personal Car Mileage | 70 | |
| In-state Meals | 29 | |
| In-state Lodging | 14 | |
| TOTAL TRAVEL | \$ 113 | \$ 0 |
| RENT: | | |
| Photocopy Equipment | | \$ 46 |
| Department of Administration Buildings | \$ 38 | 10 |
| TOTAL RENT | \$ 38 | \$ 56 |
| REPAIR AND MAINTENANCE: | \$ 1 | |
| OTHER EXPENSES: | | |
| Indirect/Admin Costs | \$ 270 | \$ 270 |
| TOTAL OTHER EXPENSES | \$ 270 | \$ 270 |
| TOTAL ALL EXPENDITURES | \$ 1,465 | \$ 1,907 |
| TOTAL APPROPRIATION | \$ 3,000 | \$ 3,056 |
| UNEXPENDED APPROPRIATION | \$ 1,536 | \$ 1,148 |
| CASH BALANCE - FYE | \$ 1,240 | \$ 2,303 |

BOARD OF PRIVATE INVESTIGATORS

I. GOALS AND OBJECTIVES

Goals: The goals of the Private Security Patrolmen and Investigators are to promote, preserve and protect the safety and welfare of the general public through effective control and regulation of this profession.

Objectives: To assure the public that persons representing themselves as private investigators and security patrolmen are fully qualified by investigating complaints received against the profession and licensees; proctoring examinations as needed and issuing licenses to successful candidates.

II. SUMMARY OF BOARD ACTIVITIES

Administer all requested and required examinations. Prepare and receive all renewals of licenses. Conduct Board meetings as requested. Investigate complaints. Formulate and adopt rules as needed.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| Examinations Given by Category (Passing) | | |
| Private Investigator | 28 | 11 |
| Private Security Guard Operator | 8 | 0 |
| Private Patrol Operator | 6 | 0 |
| Private Merchant Patrol | 2 | 0 |
| Contract Security Operator | 1 | 13 |
| Proprietary Security Operator | 1 | 3 |
| Qualifying Agent | 0 | 5 |
| Licenses Renewed by Category: | | |
| Private Investigator | 75 | 100 |
| Private Security Guard Operator | 7 | 5 |
| Private Patrol Operator | 26 | 28 |
| Private Merchant Patrol | 6 | 5 |
| Contract Security Operator | 1 | 9 |
| Proprietary Security Operator | 0 | 0 |
| Qualifying Agent | 0 | 0 |
| Total Licensees at FY End by Category | 161 | 179 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|------------------------------|---|--------------|--------------|
| Unethical conduct | Letter of apology by licensee to complainant. | | 1 |
| Payment of investigation fee | Letter to complainant indicating complaint not within Board's jurisdiction. | | 1 |

BOARD OF PRIVATE INVESTIGATORS

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|---|--------------------|--------------|--------------|
| Unlicensed Security Guards | Resolved. | | 1 |
| Unlicensed Guards | Resolved. | | 1 |
| Illegal operations of security company. | Resolved. | | 1 |
| Unlicensed Security Guards | On-going. | | 1 |
| Operating without a license | On-going. | | 1 |

There were no complaints in 1984.

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------------------|--------------|--------------|
| Revoked | 0 | 0 |
| Suspended | 0 | 0 |
| Failure to Pay Renewal Fee | 69 | 14 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------------|-----------------|-----------------|
| REVENUE: | | |
| Original/Renewal | \$ 7,250 | \$ 8,055 |
| Application Fee | 2,590 | 12,725 |
| Security check fees | 5 | 20 |
| Examination | 495 | 125 |
| Other | 3 | 0 |
| TOTAL REVENUE | \$10,343 | \$20,925 |

EXPENDITURES:

| | | |
|--------------------------------------|-----------------|-----------------|
| PERSONAL SERVICES: | | |
| Salaries | \$ 7,466 | \$ 6,506 |
| Other Compensation | 0 | 900 |
| Employee Benefit | 1,529 | 1,329 |
| TOTAL PERSONAL SERVICES | \$ 8,995 | \$ 8,735 |
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consultant and Professional Services | \$ 177 | \$ 2 |
| Legal Fees and Court Costs | 881 | 1,318 |
| Printing | 447 | 489 |
| Photo Services | 20 | 0 |
| Secretary of State Filing Fees | 955 | 8 |
| Computer Processing Services | 216 | 20 |
| Systems Development and Supplies | 0 | 47 |
| TOTAL CONTRACTED SERVICES | \$ 2,696 | \$ 1,884 |

BOARD OF PRIVATE INVESTIGATORS

| SUPPLIES AND MATERIALS: | FY 84 | FY 85 |
|--------------------------------------|--------|--------|
| Photo and Reproduction | \$ 10 | \$ 20 |
| Forms/Paper Central Store | 15 | 31 |
| Office Supplies - Central Stores | 191 | 263 |
| Office Supplies - Non-state Provider | 334 | 43 |
| TOTAL SUPPLIES AND MATERIALS | \$ 550 | \$ 357 |

| COMMUNICATIONS: | | |
|---|--------|----------|
| Telephone - Local Service and Equipment | \$ 120 | \$ 266 |
| Telephone - Long Distance | 126 | 20 |
| Postage and Mailing | 532 | 1,118 |
| Advertising | 0 | 90 |
| Telephone - STS Usage | 136 | 282 |
| Telephone - One Time Charges | 0 | 16 |
| TOTAL COMMUNICATIONS | \$ 914 | \$ 1,792 |

| TRAVEL: | | |
|-------------------------------|----------|----------|
| In-state Personal Car Mileage | \$ 1,959 | \$ 980 |
| In-state Meals | 554 | 184 |
| In-state Meals Overnight | 0 | 90 |
| In-state Lodging | 533 | 302 |
| In-state Aircraft Rental | 23 | |
| Per Diem | 1,800 | 0 |
| TOTAL TRAVEL | \$ 4,869 | \$ 1,556 |

| RENT: | | |
|--|--------|--------|
| Photocopy Equipment | \$ 0 | \$ 185 |
| Department of Administration Buildings | 289 | 172 |
| TOTAL RENT | \$ 289 | \$ 357 |

| REPAIR AND MAINTENANCE: | | |
|------------------------------|--------|-------|
| Maintenance Contracts | \$ 122 | \$ 63 |
| TOTAL REPAIR AND MAINTENANCE | \$ 122 | \$ 63 |

| OTHER EXPENSES: | | |
|-------------------------------|----------|----------|
| Indirect/Administrative Costs | \$ 3,884 | \$ 3,895 |
| Photo & Film Process | 0 | 169 |
| TOTAL OTHER EXPENSES | \$ 3,884 | \$ 4,064 |

| EQUIPMENT AND INTANGIBLE ASSETS: | | |
|---------------------------------------|--|--|
| Equipment and Intangible Assets | | |
| TOTAL EQUIPMENT AND INTANGIBLE ASSETS | | |

BOARD OF PRIVATE INVESTIGATORS

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|--|----------|
| A.E. Anderson, P.O. Box 1227, Fort Benton, MT 59422 | 08/01/87 |
| Clayton Bain, 303 N. Roberts, Rm. 460, Helena, MT 59620 | 08/01/87 |
| David H. Collings, Box 508, Deer Lodge, MT 59722 | 08/01/88 |
| George G. Evans, 300 S. 24th, Billings, MT 59102 | 08/01/86 |
| David E. McAllister, 317 Pistol Lane, Missoula, MT 59802 | 08/01/86 |
| Al Murphy, 24 Willowbrook Lane, Missoula, MT 59802 | 08/01/88 |
| Thomas J. O'Brein, 717 22nd St. W., Billings, MT 59103 | 08/01/88 |
| Ray Froelich, Missoula, MT - deceased February, 1985 | |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

The last Legislative Session reintroduced the licensing of alarm installers.

Court Action - None

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

To continue to work towards the licensing of all persons representing themselves as private investigators, private security guard operators, private patrol operators, private merchant patrol operators, contract security operators, proprietary security operators and all their employees in their field are properly licensed to protect the public. To continue to investigate and resolve complaints from the public.

**BOARD OF PROFESSIONAL ENGINEERS AND
LAND SURVEYORS**

I. GOALS AND OBJECTIVES

Goals: To safeguard life, health and property, and to promote public welfare, by endeavoring to assure that only qualified applicants become licensed. Simultaneously, it remains constantly vigilant, regulating the practices of engineering and land surveying by registered professionals. Seeking more advanced techniques in education, regulation and examinations is the constant responsibility of the board, as well as to investigate alleged complaints against registrants.

Objectives: Provide information and assistance to the public, applicants, registrants, and other state agencies and public bodies as needed or required.

Review qualifications of over 500 applicants a year, provide semiannual examinations for 365 examination candidates per year, certify 200 reciprocity engineers per year and certify or register those who successfully pass examinations.

Act on complaints involving registrants in accordance with the law and rules and Administrative Procedures Act.

Cooperate with colleges and universities to encourage certification of all engineering students, and improving their current and planned curricula for engineers and land surveyors in training.

II. SUMMARY OF BOARD ACTIVITIES

A total of seven board meetings were held during the biennium.

The renewal system is on computer and the renewal period for the last period was for 2½ years since the legislature changed the renewal date from December 31 of every other year to July 1 of every other year.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| New licenses applied for by Category: | <u>FY 84</u> | <u>FY 85</u> |
|---------------------------------------|--------------|--------------|
| Engineer-In-Training | 204 | 371 |
| Professional Engineering | 112 | 142 |
| Land Surveyor | 14 | 26 |
| Professional Engineer Renewals* | 2,879 | 140 |
| Land Surveyor Renewals* | 617 | 17 |
| Surveyor-in-Training Application | 14 | 15 |
| Temporary Permits | 14 | 9 |
| Land Surveyor Re-exam | 1 | 2 |
| Professional Engineer Re-exam | 3 | 8 |
| Engineer-in-Training Re-exam | 3 | 9 |
| Land Surveyor-in-Training Re-exam | 3 | 3 |

*Includes renewals in '84 and new registrations in '85

BOARD OF PROFESSIONAL ENGINEERS AND
LAND SURVEYORS

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|---|--------------------|--------------|--------------|
| Not licensed | File closed | 1 | |
| Advertisement Violation | File closed | 1 | |
| Certificate Survey Violation | File closed | 1 | |
| Certificate Survey Violation | File closed | 1 | |
| Knowledge Inexperience | File closed | 1 | |
| Inadequate Drainage Field | File open | 1 | |
| Incorrect Surveys | File closed | 2 | |
| Property Trespass | File closed | 1 | |
| Unlicensed Engineers | File closed | 1 | |
| Incorrect Title Use | File closed | 1 | |
| Advertising of Unlicensed Engineers | File open | | 2 |
| Practicing without License | File open | | 2 |
| Overcharging & Incomplete Work | File open | | 1 |
| Contracted Services for New School | File pending | | 1 |
| Changes Corner Posts | File open | | 1 |
| Plat Reviewing without Proper Credentials | File pending | | 1 |
| Inadequate Job Performance | File pending | | 1 |

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | | |
|----------------------------|---|---|
| Revoked | 0 | 0 |
| Suspended | 0 | 0 |
| Failure to Pay Renewal Fee | 0 | 0 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| REVENUE: | | |
| Engineer-in-Training Applications | \$ 8,140 | \$ 14,860 |
| Professional Engineering Applications | 11,220 | 14,280 |
| Land Surveyor Applications | 1,230 | 1,040 |
| Land Surveyor-in-Training Applications | 580 | 330 |
| Professional Engineer Renewals | 115,169 | 5,695 |
| Land Surveyor Renewals | 12,770 | 350 |
| Temporary Permits | 1,400 | 900 |
| Land Surveyor Re-exam | 30 | 100 |
| Professional Engineer Re-exam | 150 | 410 |
| Engineer-in-Training Re-exam | 150 | 365 |
| Land Surveyor-in-Training Re-exam | 140 | 150 |
| Engineers Seals | 2,963 | 4,225 |
| Other | 5 | 30 |
| Copies of Documents | 273 | 361 |
| Engineer/Surveyor Renewal | 15,800 | 0 |
| Engineer/Surveyor Application | 105 | 0 |
| TOTAL REVENUE | \$170,125 | \$ 43,096 |

BOARD OF PROFESSIONAL ENGINEERS AND
LAND SURVEYORS

| EXPENDITURES: | <u>FY 84</u> | <u>FY 85</u> |
|---|------------------|------------------|
| PERSONAL SERVICES: | | |
| Salaries | \$ 24,748 | \$ 18,571 |
| Other Compensation | 4,762 | 6,000 |
| Employee Benefits | 5,176 | 3,690 |
| TOTAL PERSONAL SERVICES | <u>\$ 34,686</u> | <u>\$ 28,261</u> |
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consultant and Professional Service | \$ 1,389 | 632 |
| Legal Fees & Court Costs | 4,754 | 15,818 |
| Printing | 2,839 | 1,329 |
| Written Exam Fees | 5,843 | 6,829 |
| Consultant and Other Travel | 201 | |
| Secretary of State Filing Fees | 95 | 8 |
| Computer Processing Serv/D of A | 729 | 224 |
| Sys Dev & Sup/D of A | 386 | 225 |
| Storage | 5 | 6 |
| General | | 5 |
| TOTAL CONTRACTED SERVICES | <u>\$ 16,040</u> | <u>\$ 25,277</u> |
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$ 0 | \$ 41 |
| Books and Reference Materials | 30 | 0 |
| Paper | 7 | |
| Office Supplies - Central Stores | 98 | 92 |
| Office Supplies - Non-state Provider | 2,856 | 2,967 |
| General | 90 | 41 |
| TOTAL SUPPLIES AND MATERIALS | <u>\$ 3,081</u> | <u>\$ 3,141</u> |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 166 | \$ 170 |
| Telephone - Long Distance | 286 | 747 |
| Postage and Mailing | 3,166 | 1,829 |
| Telephone - STS Usage | 225 | 118 |
| TOTAL COMMUNICATIONS | <u>\$ 3,843</u> | <u>\$ 2,864</u> |
| | <u>FY 84</u> | <u>FY 85</u> |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 2,559 | \$ 2,456 |
| In-state Commercial Transportation | 200 | 54 |
| In-state Other | 339 | 1,327 |
| In-state Meals | 1,056 | 678 |
| In-state Meals Overnight | 280 | |
| In-state Lodging | 1,247 | 1,019 |
| In-state Motor Pool | 52 | |
| In-state Car Rental | 50 | 390 |
| Out-of-state Personal Car Mileage | 367 | 1,440 |
| Out-of-state Commercial Transportation | 348 | 1,152 |
| Out-of-state Meals | 201 | 209 |
| Out-of-state Lodging | 350 | 1,351 |
| Out-of -state Meals overnight | 0 | 350 |
| Car Rental | 156 | 0 |
| TOTAL TRAVEL | <u>\$ 6,925</u> | <u>\$ 10,706</u> |

BOARD OF PROFESSIONAL ENGINEERS AND
LAND SURVEYORS

| | <u>FY 84</u> | <u>FY 85</u> |
|--|------------------|------------------|
| RENT: | | |
| Meeting Rooms | \$ 0 | \$ 460 |
| Photocopy Equipment | 0 | 196 |
| Department of Administration Buildings | 1,024 | 829 |
| TOTAL RENT | <u>\$ 1,024</u> | <u>\$ 1,485</u> |
| REPAIR AND MAINTENANCE: | | |
| Repair and Maintenance Contracts | \$ 177 | \$ 69 |
| TOTAL REPAIR AND MAINTENANCE | <u>\$ 177</u> | <u>\$ 69</u> |
| OTHER EXPENSES: | | |
| Dues | \$ 1,500 | \$ 1,500 |
| Registration Fees for Training | 250 | 875 |
| Tuition | | 40 |
| Freight and Express | 69 | 8 |
| Indirect Administrative Cost | 13,950 | 14,120 |
| Photographic & Film Processing | | 13 |
| TOTAL OTHER EXPENSES | <u>\$ 15,769</u> | <u>\$ 16,556</u> |
| TOTAL OPERATING EXPENSE: | \$ 46,859 | \$ 60,098 |
| TOTAL ALL EXPENDITURES | \$ 81,545 | \$ 88,359 |
| TOTAL APPROPRIATION | \$ 91,727 | \$ 96,924 |
| TOTAL EXPENDITURES | <u>-81,545</u> | <u>-88,359</u> |
| UNEXPENDED APPROPRIATION | <u>\$ 10,182</u> | <u>\$ 8,565</u> |
| CASH BALANCE - FYE | \$137,519 | \$ 90,504 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|---|----------|
| Robert T. Hafferman, 95-4th Ave., SW, Kalispell, MT 59901 | 04/23/88 |
| James B. Spring, 202 Grand Ave., Billings, MT 59102 | 07/01/86 |
| Dick Guenzi, Box 127, Glendive, MT 59330 | 07/01/87 |
| David F. Gibson, MSU, Bozeman, MT 59717 | 04/23/87 |
| Nancy Moe, 430 Ryman, Missoula, MT 59802 | 03/31/87 |
| A. T. Kersich, Box 31318, Billings, MT 59107 | 04/23/88 |
| Maurice E. Guay, 215 South 3rd West, Missoula, MT 59801 | 04/23/85 |
| Donald S. Pimperton, Box 486, Ft. Benton, MT 59442 | 03/31/87 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

1983 legislative session passed into law that land surveyors would be allowed credit for education and experience to qualify for registration.

BOARD OF PSYCHOLOGISTS

I. GOALS AND OBJECTIVES

Goals: To protect the public health, safety and welfare and should therefore be subject to regulation and control in the public interest in order to protect the public from the unauthorized and unqualified practice of psychology and from unprofessional conduct by persons licensed to practice psychology.

Objectives: The Board is responsible for evaluating applications, administering the national examination and the oral examinations, thus granting licenses to qualified psychologists.

Provide information and assistance to the public, applicants, registrants and other state agencies and public bodies as required.

Act on complaints involving registrants in accordance with the law, rules and Administrative Procedures Act.

II. SUMMARY OF BOARD ACTIVITIES

The Board held four regular Board meetings, administering the written and oral examinations during these meetings. Two regular meetings were held in FY 84 and two meetings were held in FY 85. The Board also felt that to insure that no time lags became prevalent in dealing with the business of the Board, they would conduct conference calls once a month on those months there were no regular meetings. Consequently, nine conferences calls were made in FY 84 and seven in FY 85.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|---------------------------------------|--------------|--------------|
| Applications Received by Category | 16 | 11 |
| Examinations Given by Category | 10 | 11 |
| New Licenses Granted by Category | | |
| Exam | 7 | 7 |
| Reciprocity | 3 | 1 |
| Licenses Renewed by Category | 124 | 132 |
| Total Licensees at FY End by Category | 134 | 140 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------|--|--------------|--------------|
| MA's giving tests | Board felt that many MA's are trained to give tests & they are closely supervised. | 1 | |

BOARD OF PSYCHOLOGISTS

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|---|---|--------------|--------------|
| Claiming to be a psychologist when not licensed | Appeared in legal document, legal counsel sent letter of apology. Closed. | 1 | |
| Unethical behavior | Complainee would not give a consent to release information from persons concerned in the matter. The matter was closed since she would not do this. | 3 | |
| Unethical behavior | Accused of sexual misconduct. Could not get cooperation from parents of intended victim and could not prove charges. | 1 | |
| Computer testing | Advertising use of computer testing for psychological disorders. Requested information and received no cooperation. Letter sent to County Attorney requesting injunction. | 1 | |
| Advertising as a psychologist | Advertising in yellow pages as a psychologist. Was done erroneously and an apology received and advertising to be removed. | 1 | |
| Business title in violation of MT law | Use of psychological in business title without being licensed. Title changed and apology received. | | 1 |

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------------------|--------------|--------------|
| Revoked | 0 | 0 |
| Suspended | 0 | 0 |
| Failure to Pay Renewal Fee | 2 | 6 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------|--------------|--------------|
| REVENUE: | | |
| Psychologist Application | \$ 1,090 | \$ 835 |
| Psychologist Examination | 375 | 875 |
| Psychologist Certificate | 70 | 50 |
| Psychologist Renewal | 12,558 | 12,570 |
| TOTAL REVENUE | \$14,093 | \$14,330 |

BOARD OF PSYCHOLOGISTS

| | <u>FY 84</u> | <u>FY 85</u> |
|---|-----------------|-----------------|
| EXPENDITURES: | | |
| PERSONAL SERVICES: | | |
| Salaries | \$ 2,433 | \$ 2,397 |
| Other Compensation | 950 | 1,150 |
| Employee Benefits | 489 | 480 |
| TOTAL PERSONAL SERVICES | <u>\$ 3,872</u> | <u>\$ 4,027</u> |
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consultant and Professional Services | \$ 0 | \$ 9 |
| Legal Fees and Court Costs | 1,133 | 4,661 |
| Printing | 412 | 80 |
| Written Examination Fees | 803 | 992 |
| Secretary of State Filing Fees | 45 | 98 |
| Computer Processing Services | 132 | 128 |
| Systems Development and Supplies | 102 | 184 |
| TOTAL CONTRACTED SERVICES | <u>\$ 2,627</u> | <u>\$ 6,152</u> |
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$ 0 | \$ 12 |
| Paper | 1 | 0 |
| Office Supplies - Central Stores | 23 | 82 |
| Office Supplies - Non-state Provider | 2 | 12 |
| General | 0 | 6 |
| TOTAL SUPPLIES AND MATERIALS | <u>\$ 26</u> | <u>\$ 112</u> |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 20 | \$ 76 |
| Telephone - Long Distance | 0 | 70 |
| Postage and Mailing | 430 | 524 |
| Telephone - STS Usage | 242 | 476 |
| Telephone - One Time Charge | 0 | 1 |
| TOTAL COMMUNICATIONS | <u>\$ 692</u> | <u>\$ 1,147</u> |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 553 | \$ 832 |
| In-state Commercial Transportation | 216 | 0 |
| In-state Meals | 190 | 94 |
| In-state Meals Overnight | 0 | 124 |
| In-state Lodging | 114 | 262 |
| TOTAL TRAVEL | <u>\$ 1,073</u> | <u>\$ 1,312</u> |
| RENT: | | |
| Photocopy Equipment | \$ 0 | \$ 112 |
| Department of Administration Buildings | 98 | 71 |
| TOTAL RENT | <u>\$ 98</u> | <u>\$ 183</u> |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | \$ 54 | \$ 0 |
| TOTAL REPAIR AND MAINTENANCE | <u>\$ 54</u> | <u>\$ 0</u> |

BOARD OF PSYCHOLOGISTS

| | <u>FY 84</u> | <u>FY 85</u> |
|-------------------------------|--------------|--------------|
| OTHER EXPENSES: | | |
| Dues | \$ 0 | \$ 458 |
| Tuition | 43 | 137 |
| Indirect/Administrative Costs | 641 | 649 |
| TOTAL OTHER EXPENSES | \$ 684 | \$ 1,244 |
| TOTAL OPERATING EXPENSE: | \$ 5,254 | \$10,150 |
| TOTAL ALL EXPENDITURES | \$ 9,126 | \$14,177 |
| TOTAL APPROPRIATION | \$13,585 | \$14,374 |
| UNEXPENDED APPROPRIATION | \$ 4,460 | \$ 198 |
| CASH BALANCE - FYE | \$14,174 | \$14,299 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|--|----------|
| Dr. James Walsh, 2340 55th St., #15, Missoula, MT | 09/01/84 |
| Dr. Phillip Russell, 2303 Grand, Suite 7, Billings, MT | 09/01/85 |
| Dr. Kay Dorr, South Star Rte. 289, Nashua, MT | 09/01/86 |
| Kent H. Elliott, 403 S. Custer, Miles City, MT | 09/01/86 |
| Jim Whitehad, 410 Raymond, Helena, MT | 09/01/87 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

None

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

There has been concern dealing with the supervision for the one year of post-doctoral supervision. The supervision will be more closely monitored and eventual revamping of the system used. Law changes will be discussed for implementation in FY 87.

BOARD OF PUBLIC ACCOUNTANTS

I. GOALS AND OBJECTIVES

Goals: To establish a Positive Enforcement Program (PEP) that will decrease or eliminate substandard work and will enable the Board to deal with complaints of this nature in a positive and constructive way.

Objectives: To administer the semi-annual CPA examination, license all successful applicants for certification as CPAs and LPAs on yearly basis, investigate submitted formal complaints and evaluate the CPE programs for proper CPA credit, as required by the continuing education section of Board rules.

II. SUMMARY OF BOARD ACTIVITIES

All required licensing information on both licensees and CPA examination candidates has been entered on the word processor. Updated reports based on a variety of information determination are now available.

Ten Board meetings, two conference call meetings and one hearing were held during the biennium. Four CPA examinations were given during the biennium, in May and November of each fiscal year.

Board rules were changed to conform with the revised Accountancy Law that was passed by the 1983 Legislative Session. These rules became effective 6/29/84.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| Applications Received by Category | | |
| Reciprocity/Transfer of Grades | 40 | 37 |
| Examination - Initial (before cancellations) | 284 | 236 |
| Examination - Re-exam (before cancellations) | 366 | 321 |
| Examinations given - November (Passing) | 221 (0) | 212 (65) |
| Examinations given - May (Passing) | 373 (118) | 302 (109) |
| New Licenses Granted by Category: | | |
| CPA | 159 | 192 |
| LPA | 2 | 0 |
| Licenses Renewed by Category | | |
| CPA | 1,523 | 1,657 |
| LPA | 70 | 58 |
| Total Licensees at FY End by Category | | |
| CPA | 1,682 | 1,849 |
| LPA | 72 | 58 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------|------------------------|--------------|--------------|
| False Advertising | No-violation-Dismissed | | 1 |

BOARD OF PUBLIC ACCOUNTANTS

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|---|--|--------------|--------------|
| Yellow Pages Listing under CPA of LPA by non-licensee | Listings deleted | | 3 |
| Violation of 37-50-301(6) Illegal use of Title | Language reserved for licensees deleted | | 2 |
| Negligence & sub-standard work | Hold-over from FY 83, remaining 5 audit reports submitted - Closed. | 1 | |
| Violation of 8.54.608(b) Due Professional Care | Licensee reprimanded, costs reimbursed - Closed. | 1 | |
| Retention of Records | Licensees contacted records returned-Closed. | 1 | |
| Retention & Untimely Work | Hold-over from FY 83 No violation-Dismissed. | 1 | |
| Non-compliance with GAAS and/or GAAP | No violation-Dismissed. | 1 | 2 |
| Substandard Work on Audits | Licensee instructed to take additional CPE in auditing-Closed. | | 1 |
| | Investigation still in process | | 1 |
| Violation of Professional Conduct, Privileged Communication, Confidential Client Information and Records Retention. | A civil suit is still in progress on this complaint Board will not take any action until court settlement is made. | | 1 |
| Violation of Professional Ethics in Language Used in Ad. | Licensee advised to be more judicious in future. | | 1 |
| Misleading & Deceptive Advertising in Firm Name. | Licensee instructed to discontinue advertisement. | 1 | |

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|---|--------------|--------------|
| Revoked - CPA Certificate | 0 | 5 |
| Revoked - LPA License | 0 | 1 |
| Revoked - CPA Permit to Practice | 0 | 3 |
| Revoked - LPA Permit to Practice | 0 | 2 |
| Suspended for failure to pay renewal fees - CPA | 21 | 0 |
| Suspended for failure to pay renewal fees - LPA | 4 | 0 |
| Further Continuing Education Required - CPA | | 1 |

BOARD OF PUBLIC ACCOUNTANTS

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|---|--------------|--------------|
| REVENUE: | | |
| CPA Original | \$ 7,950 | \$ 9,610 |
| LPA Original | 100 | 0 |
| CPA Renewal | 76,175 | 83,945 |
| LPA Renewal | 3,500 | 3,190 |
| Accountants Reciprocity | 2,650 | 2,420 |
| Accountants Other | 14 | 1,320 |
| Copies of Documents | 20 | 30 |
| Accountants - Initial Examination | 27,625 | 22,575 |
| Accountants - Re-exam | 20,890 | 17,930 |
| Accountants - Word Processing | 1,146 | 548 |
| TOTAL REVENUE | \$140,070 | \$141,568 |
| EXPENDITURES: | | |
| PERSONAL SERVICES: | | |
| Salaries | \$ 31,477 | \$ 32,190 |
| Other Compensation | 4,350 | 4,400 |
| Employee Benefits | 6,322 | 6,373 |
| TOTAL PERSONAL SERVICES | \$ 42,149 | \$ 42,963 |
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consultant and Professional Services | \$ 62 | \$ 2,605 |
| Legal Fees and Court Costs | 904 | 979 |
| Printing | 2,799 | 5,581 |
| Written Examination Fees | 23,006 | 19,551 |
| Secretarial Service | 603 | 0 |
| Secretary of State Filing Fees | 1,240 | 83 |
| Contracts with Non-Profits | 0 | 98 |
| Computer Processing Services | 270 | 75 |
| Systems Development and Supplies | 0 | 71 |
| TOTAL CONTRACTED SERVICES | \$ 28,884 | \$ 29,043 |
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$ 14 | \$ 32 |
| Printing | 22 | 0 |
| Books and Reference Materials | 53 | 287 |
| Photographic | 12 | 0 |
| Office Supplies - Central Stores | 254 | 294 |
| Office Supplies - Non-state Provider | 239 | 200 |
| Data Processing Supplies | 34 | 0 |
| General | 624 | 42 |
| TOTAL SUPPLIES AND MATERIALS | \$ 1,252 | \$ 855 |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 240 | \$ 574 |
| Telephone - Long Distance | 120 | 106 |
| Postage and Mailing | 4,009 | 5,317 |
| Telephone - STS Usage | 544 | 734 |
| Advertising | 101 | 164 |
| Telephone - Onetime Charge | 0 | 2 |
| TOTAL COMMUNICATIONS | \$ 5,014 | \$ 6,897 |

BOARD OF PUBLIC ACCOUNTANTS

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 2,206 | \$ 1,541 |
| In-state Commercial Transportation | 972 | 0 |
| In-state Other | 245 | 244 |
| In-state Meals | 1,000 | 396 |
| In-state Meals Overnight | 0 | 212 |
| In-state Lodging | 1,234 | 679 |
| In-state Motor Pool | 0 | 136 |
| Out-of-state Commercial Transportation | 1,444 | 4,243 |
| Out-of-state Other | 0 | 4 |
| Out-of-state Meals | 311 | 400 |
| Out-of-state Lodging | 1,284 | 2,833 |
| Out-of-state Personal Car Mileage | 278 | 0 |
| Out-of-state Meals Overnight | 0 | 240 |
| TOTAL TRAVEL | \$ 8,974 | \$ 10,928 |
| RENT: | | |
| Meeting Rooms | \$ 2,175 | \$ 3,070 |
| Photocopy Equipment | 0 | 229 |
| Department of Administration Buildings | 1,268 | 1,154 |
| TOTAL RENT | \$ 3,443 | \$ 4,453 |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | \$ 1,854 | \$ 1,716 |
| TOTAL REPAIR AND MAINTENANCE | \$ 1,854 | \$ 1,716 |
| OTHER EXPENSES: | | |
| Dues | \$ 1,200 | \$ 1,200 |
| Subscriptions | 128 | 0 |
| Registration Fees for Training Conf. | 756 | 950 |
| Tuition | 0 | 222 |
| Freight and Express | 218 | 124 |
| Indirect/Administrative Costs | 9,595 | 9,712 |
| Photographic & Film Processing | 0 | 3 |
| General | 7 | 0 |
| TOTAL OTHER EXPENSES | \$ 11,904 | \$ 12,211 |
| TOTAL OPERATING EXPENSE: | \$ 61,325 | \$ 66,103 |
| TOTAL ALL EXPENDITURES | \$103,474 | \$109,066 |
| TOTAL APPROPRIATION | \$128,328 | \$135,832 |
| UNEXPENDED APPROPRIATION | \$ 24,854 | \$ 26,766 |
| CASH BALANCE - FYE | \$161,776 | \$193,835 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|---|----------|
| Clint Frazee, CPA, 112 E. Lincoln, Bozeman, MT | 07/01/88 |
| Ray Curtis, CPA, 720 First Bank Bldg., Billings, MT | 07/01/86 |
| Bob Bragg, CPA, 830 West Central, Missoula, MT | 07/01/87 |
| Jim Stover, LPA, 216 Pattee Canyon Dr., Missoula, MT | 07/01/87 |
| Charlie Byrne, Public Member, Box 3204, Gt. Falls, MT | 07/01/85 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

None.

BOARD OF RADIOLOGIC TECHNOLOGISTS

I. GOALS AND OBJECTIVES

Goals: To assure that all x-ray procedures are performed by qualified, competent and experienced persons. To continue working with the Department of Health on inspection for licensing compliance of x-ray personnel. To make all x-ray locations aware of the dangers of x-ray radiations. To enforce the statutes affecting licensure of radiologic technologists.

Objectives: To redo the examinations to update the examination material. To assure the public that persons representing themselves as limited permit holders and radiologic technologists are fully qualified by investigating complaints received against the profession and licensees, proctoring examinations as needed and issuing licenses to successful candidates.

II. SUMMARY OF BOARD ACTIVITIES

Examined and licensed permit persons and radiologic technologists to assure the public that persons performing x-rays are qualified. Worked toward making the health care professions and the public aware of the dangers of radiation overexposure, resulting in training programs for x-ray personnel giving needed attention to positioning, exposure, darkroom procedures and patient safety. The Board has increased the number of hours of education required before permit holders can sit for the examination.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|---|--------------|--------------|
| Applications Received by Category: | | |
| Permit Applications | 42 | 80 |
| Rad. Tech. Applications | 43 | 45 |
| Examinations Given by Category (Passing): | | |
| General | 12 | 15 |
| Chest | 7 | 13 |
| Extremities | 9 | 13 |
| Skull | 3 | 11 |
| Spine | 5 | 11 |
| Other | 2 | 11 |
| New Licenses Granted by Category: | | |
| Permits | 11 | 15 |
| R.T. Licenses | 40 | 42 |
| Licenses Renewed by Category: | | |
| Rad. Techs (biennial) | 458 | 0 |
| Permits (annual) | 109 | 109 |
| Total Licensees at FY End by Category: | | |
| Permits | 120 | 124 |
| R.T. | 498 | 540 |

BOARD OF RADIOLOGIC TECHNOLOGISTS

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------|--------------------|--------------|--------------|
|--------------------------|--------------------|--------------|--------------|

There were no official complaints received and recorded on complaint register in Board office.

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------------------|--------------|--------------|
| Revoked | 0 | 0 |
| Suspended | 0 | 0 |
| Failure to Pay Renewal Fee | 0 | 0 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|---------------------------------|--------------|--------------|
| REVENUE: | | |
| Rad. Tech. Certificate | \$ 1,215 | \$ 2,145 |
| Rad. Tech. License/Orig/Renewal | 16,209 | 2,770 |
| Rad. Tech Permit/Orig/Renewal | 3,860 | 3,840 |
| Rad. Tech Temp. Permit | 0 | 260 |
| Rad. Tech. Late Fee | 360 | 720 |
| Rad. Tech. Exam. | 345 | 60 |
| TOTAL REVENUE | \$21,989 | \$ 9,795 |

EXPENDITURES:

| | | |
|-------------------------|----------|----------|
| PERSONAL SERVICES: | | |
| Salaries | \$ 4,860 | \$ 7,639 |
| Other Compensation | 700 | 650 |
| Employee Benefits | 937 | 1,503 |
| TOTAL PERSONAL SERVICES | \$ 6,497 | \$ 9,792 |

| | | |
|--------------------------------------|----------|----------|
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consultant and Professional Services | \$ 5 | \$ 65 |
| Legal Fees and Court Costs | 881 | 753 |
| Printing | 617 | 304 |
| Written Examination Fees | 0 | 220 |
| Photo Services | 2 | 0 |
| Secretary of State Filing Fees | 195 | 548 |
| Computer Processing Services | 31 | 117 |
| Systems Development and Supplies | 0 | 41 |
| TOTAL CONTRACTED SERVICES | \$ 1,731 | \$ 2,048 |

| | | |
|----------------------------------|------|------|
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$ 0 | \$ 5 |
| Books and Reference Materials | 1 | 0 |
| Office Supplies - Central Stores | 15 | 48 |
| Office Supplies - State Proc | 3 | 0 |

BOARD OF RADIOLOGIC TECHNOLOGISTS

| | <u>FY 84</u> | <u>FY 85</u> |
|---|-----------------|-----------------|
| Office Supplies - Non-state Provider | 0 | 68 |
| General | 3 | 0 |
| Printing | 2 | 0 |
| TOTAL SUPPLIES AND MATERIALS | <u>\$ 24</u> | <u>\$ 121</u> |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 35 | \$ 83 |
| Telephone - Long Distance | 23 | 121 |
| Postage and Mailing | 650 | 311 |
| Telephone - STS Usage | 77 | 45 |
| Telephone - One Time Charge | 0 | 1 |
| TOTAL COMMUNICATIONS | <u>\$ 785</u> | <u>\$ 561</u> |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 565 | \$ 392 |
| In-state Commercial Transportation | 26 | 57 |
| In-state Meals | 214 | 72 |
| In-state Meals Overnight | 0 | 70 |
| In-state Lodging | 135 | 120 |
| TOTAL TRAVEL | <u>\$ 940</u> | <u>\$ 711</u> |
| RENT: | | |
| Photocopy Equipment | \$ 0 | \$ 37 |
| Department of Administration Buildings | 94 | 61 |
| TOTAL RENT | <u>\$ 94</u> | <u>\$ 98</u> |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | \$ 48 | \$ 0 |
| TOTAL REPAIR AND MAINTENANCE | <u>\$ 48</u> | <u>\$ 0</u> |
| OTHER EXPENSES: | | |
| Indirect & Admin. Costs. | \$ 2,741 | \$ 2,775 |
| TOTAL OTHER EXPENSES | <u>\$ 2,741</u> | <u>\$ 2,775</u> |
| TOTAL OPERATING EXPENSE: | \$ 6,363 | \$ 6,314 |
| TOTAL ALL EXPENDITURES | \$12,860 | \$16,106 |
| TOTAL APPROPRIATION | \$18,774 | \$19,938 |
| LESS EXPENSES | <u>-12,860</u> | <u>-16,106</u> |
| UNEXPENDED APPROPRIATION | <u>\$ 5,914</u> | <u>\$ 3,832</u> |
| CASH BALANCE - FYE | \$16,225 | \$ 9,796 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

Dr. Howard Mazurkiewicz, Great Falls, Montana
Peggy Mothershead, Big Timber, Montana
Dr. Dail F. Lodge, Bozeman, Montana
Alice O'Donnell, Anaconda, Montana
Rosemary Cuskelly, Missoula, Montana
Adrian Howe, Helena, Montana
Lon Rominger, Great Falls, Montana

BOARD OF RADIOLOGIC TECHNOLOGISTS

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

None.

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

To automate the renewal process for more efficient operation. Need to revise examinations with practical as well as theory section for those persons who are not professional radiologic technologists. To update rules as needed.

BOARD OF REALTY REGULATION

I. GOALS AND OBJECTIVES

Goals: To regulate the licensing of real estate salespersons and brokers to safeguard the public interest in real estate transactions and require the maintenance of high ethical standards of all real estate licensees doing business with the public in the State of Montana.

Objectives: Provide an examination for salespersons and brokers which will adequately test the proficiency of the applicant concerning the field of real estate.

Investigate all negligent handling of real estate matters by licensees that become apparent from complaints or auditing of trust accounts.

II. SUMMARY OF BOARD ACTIVITIES

Adopted new recovery fund project to protect the public. Institute new pre-licensure and continued education requirements.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| Applications Received by Category | | |
| Salesperson | 1,676 | 1,255 |
| Broker | 480 | 420 |
| Examinations Given by Category (Passing) | | |
| Sales | 1,577(498) | 1,181(589) |
| Brokers | 450(163) | 395(123) |
| New Licenses Granted by Category | | |
| Salesperson | 498 | 589 |
| Brokers | 163 | 123 |
| Licenses Renewed by Category | | |
| Salesperson | 2,170 | 2,051 |
| Brokers | 1,902 | 2,250 |
| Inactive Salesperson | 645 | 645 |
| Inactive Brokers | 95 | 75 |
| Total Licensees at FY End by Category | | |
| Salesperson | 2,766 | 2,585 |
| Brokers | 2,057 | 2,346 |
| Inactive Salesperson | 694 | 700 |
| Inactive Brokers | 103 | 102 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------|---------------------|--------------|--------------|
| Misrepresentation | Dismissed | 24 | 23 |
| | Letter of Reprimand | 3 | 1 |

BOARD OF REALTY REGULATION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--|--|-----------------------------|-----------------------------|
| Failure to account for or remit money coming into his/her possession | Dismissed Letter of Reprimand Revoked Pending: a) investigation b) litigation | 5 0 0 0 2 | 7 3 3 1 3 |
| Demonstrating unworthiness or incompetency to act as broker of salesperson | Dismissed Letter of Reprimand Suspension Revoked Pending: a) investigation b) litigation | 29 1 2 1 0 0 | 21 6 3 0 2 0 |

**V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER
DISCIPLINARY ACTION**

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------------------|--------------|--------------|
| Revoked | 1 | 3 |
| Suspended | 2 | 3 |
| Failure to Pay Renewal Fee | | |
| Salesperson | 78 | 102 |
| Broker | 57 | 59 |
| Inactive Salesperson | 675 | 246 |
| Inactive Broker | 71 | 15 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------------------------|--------------|--------------|
| REVENUE: | | |
| Broker Original | \$ 9,950 | 6,750 |
| Broker Renewal | 59,915 | 63,790 |
| Salesman Original | 17,435 | 14,725 |
| Salesman Renewal | 42,250 | 43,425 |
| Branch Office | 975 | 1,020 |
| Address Change | 41,850 | 31,900 |
| Real Estate Other | 2,355 | 4,515 |
| Broker/Sales Initial Examination | 46,270 | 35,180 |
| Broker/Sales Retake Exam | 21,155 | 17,080 |
| Broker/Sales reschedule Exam | 2,551 | 1,950 |
| Publications Issued | 3,892 | 3,713 |
| TOTAL REVENUE | \$248,598 | \$224,048 |

EXPENDITURES:

PERSONAL SERVICES:

| | | |
|-------------------------|-----------|-----------|
| Salaries | \$ 91,706 | \$ 96,626 |
| Other Compensation | 3,075 | 3,975 |
| Employee Benefits | 17,728 | 20,200 |
| TOTAL PERSONAL SERVICES | \$112,509 | \$120,801 |

OPERATING EXPENSES:

CONTRACTED SERVICES:

| | | |
|--------------------------------------|-------|-------|
| Consultant and Professional Services | \$ 25 | \$ 76 |
|--------------------------------------|-------|-------|

BOARD OF REALTY REGULATION

| | <u>FY 84</u> | <u>FY 85</u> |
|---|--------------|--------------|
| Legal Fees and Court Costs | \$ 3,488 | \$ 5,366 |
| Printing | 6,091 | 7,722 |
| Photographic Services | 3 | 0 |
| Written Examination Fees | 28,071 | 32,243 |
| Secretarial Services | 40 | 0 |
| Secretary of State Filing Fees | 0 | 8 |
| Contracts with non-profits | 0 | 263 |
| Data Proc. Serv./D or A | 84 | |
| Computer Processing Services | 781 | 1,056 |
| Systems Development and Supplies | 771 | 951 |
| General | 0 | 9 |
| TOTAL CONTRACTED SERVICES | \$ 39,270 | \$ 47,694 |
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$ 12 | \$ 64 |
| Forms/Central Store | 2 | 0 |
| Maps, Charts & Pamphlets | 1 | 4 |
| Books and Reference Materials | 968 | 1,546 |
| Paper | 3 | 97 |
| Office Supplies - Central Stores | 313 | 1,170 |
| Office Supplies - Non-state Provider | 75 | 385 |
| General | 2 | 86 |
| TOTAL SUPPLIES AND MATERIALS | \$ 1,460 | \$ 3,352 |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 766 | \$ 1,673 |
| Telephone - Long Distance | 748 | 809 |
| Postage and Mailing | 7,195 | 9,165 |
| Advertising | 247 | 11 |
| Telephone/STS Usage | 1,173 | 1,351 |
| Telephone/Overtime Charges | 15 | 8 |
| TOTAL COMMUNICATIONS | \$ 10,144 | \$ 13,017 |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 2,155 | \$ 9,558 |
| In-state Commercial Transportation | 433 | 775 |
| In-state Other | 415 | 884 |
| In-state Meals | 2,672 | 2,457 |
| In-state Meals Overnight | 0 | 1,628 |
| In-state Lodging | 3,474 | 5,287 |
| In-state Motor Pool | 5,446 | 560 |
| Out-of-state Commercial Transportation | 1,257 | 760 |
| Out-of-state Meals | 362 | 354 |
| Out-of-state Lodging | 446 | 736 |
| TOTAL TRAVEL | \$ 16,660 | \$ 22,999 |
| RENT: | | |
| Meeting Rooms | \$ 89 | \$ 142 |
| Leased Equipment | 107 | 494 |
| Department of Administration Buildings | 3,664 | 3,136 |
| TOTAL RENT | \$ 3,860 | \$ 3,772 |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | \$ 1,910 | \$ 2,074 |
| TOTAL REPAIR AND MAINTENANCE | \$ 1,910 | \$ 2,074 |

BOARD OF REALTY REGULATION

| | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------------|--------------|--------------|
| OTHER EXPENSES: | | |
| Dues | \$ 550 | \$ 720 |
| Subscriptions | 328 | 245 |
| Registration Fees for Training | 470 | 1,020 |
| Tuition | 190 | 129 |
| Freight and Express | 9 | 47 |
| TOTAL OTHER EXPENSES | \$ 1,547 | \$ 2,161 |
| TOTAL OPERATING EXPENSE: | \$ 74,851 | \$ 95,069 |
| EQUIPMENT: | | |
| Data Processing | \$ 378 | \$ 0 |
| TOTAL EQUIPMENT | \$ 378 | \$ 0 |
| TRANSFER ADMINISTRATIVE COSTS | \$ 32,279 | \$ 32,672 |
| TOTAL ALL EXPENDITURES | \$220,017 | \$248,542 |
| TOTAL APPROPRIATION | \$259,200 | \$273,639 |
| UNEXPENDED APPROPRIATION | \$ 31,172 | \$ 24,607 |
| CASH BALANCE - FYE | \$191,318 | \$147,588 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|---|----------|
| A. Tom Lund, Sr., Box 233, Hamilton, MT | 05/09/85 |
| George Pierce, P.O. Box 30777, Billings, MT | 05/09/86 |
| Patricia Raundal, 509 Raymond St., Helena, MT | 05/09/87 |
| John B. Dudis, P.O. Box 759, Kalispell, MT | 05/09/87 |
| Lyle McKenna, Box 1203, Lewistown, MT | 05/09/88 |
| B. Helen Garick, 1701 South Ave. W., Missoula, MT | 05/09/88 |

BOARD OF SANITARIANS

I. GOALS AND OBJECTIVES

Goals: To assure that the maximum protection of the human environment and thus human health is provided the people of Montana by insuring that only qualified individuals are licensed under the provisions of the laws of Montana. The importance of qualified individuals in this profession is equal to other health related professions, such as physicians, pharmacists, and engineers.

Objectives: To insure all applicants are qualified, review and take appropriate action on complaints and reports of improper conduct of licensees, review rules at least annually, initiate a requirement for continuing education.

II. SUMMARY OF BOARD ACTIVITIES

Administered all requested and required examinations. Prepare and receive all renewals of licenses. Conduct Board meetings as requested. Investigate complaints. Formulate and adopt rules as needed.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|---------------------------|--------------|--------------|
| Examinations Given | 12 | 19 |
| New Licenses Granted | 12 | 19 |
| Licenses Renewed | 143 | 156 |
| Total Licensees at FY End | 155 | 175 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

No Complaints were received.

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| Revoked | 0 | 0 |
| Suspended | 0 | 0 |
| Failure to Pay Renewal Fee - license declared void | 2 | 2 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|------------------|--------------|--------------|
| REVENUE: | | |
| San. Renewal | \$ 4,470 | \$ 4,500 |
| San. Examination | 1,075 | 1,380 |
| TOTAL REVENUE | \$ 5,545 | \$ 5,880 |

EXPENDITURES:

PERSONAL SERVICES:

| | | |
|-------------------------|----------|----------|
| Salaries | \$ 1,161 | \$ 2,062 |
| Employee Benefits | 227 | 411 |
| TOTAL PERSONAL SERVICES | \$ 1,388 | 2,473 |

BOARD OF SANITARIANS

| | <u>FY 84</u> | <u>FY 85</u> |
|---|--------------|--------------|
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consultant and Professional Services | \$ 0 | \$ 23 |
| Legal Fees and Court Costs | 0 | 78 |
| Printing | 24 | 112 |
| Written Examination Fees | 450 | 715 |
| Secretary of State Filing Fees | 0 | 8 |
| Computer Processing Services | 6 | 90 |
| Systems Development and Supplies | 0 | 43 |
| TOTAL CONTRACTED SERVICES | \$ 480 | \$ 1,069 |
| SUPPLIES AND MATERIALS: | | |
| Books and Reference Materials | \$ 1 | \$ 0 |
| Office Supplies - Central Stores | 8 | 7 |
| Office Supplies - Non-state Provider | 3 | 40 |
| Printing | 5 | 0 |
| TOTAL SUPPLIES AND MATERIALS | \$ 17 | \$ 47 |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 35 | \$ 13 |
| Telephone - Long Distance | 0 | 1 |
| Postage and Mailing | 147 | 235 |
| Telephone - STS Usage | 6 | 34 |
| TOTAL COMMUNICATIONS | \$ 188 | \$ 283 |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 0 | \$ 0 |
| In-state Meals | 0 | 0 |
| TOTAL TRAVEL | \$ 0 | \$ 0 |
| RENT: | | |
| Photocopy Equipment | \$ 0 | \$ 4 |
| Department of Administration Buildings | 55 | 9 |
| TOTAL RENT | \$ 55 | \$ 13 |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | \$ 2 | \$ 0 |
| TOTAL REPAIR AND MAINTENANCE | \$ 2 | \$ 0 |
| OTHER EXPENSES: | | |
| Indirect Admin. Cost | \$ 840 | \$ 850 |
| TOTAL OTHER EXPENSES | \$ 840 | \$ 850 |
| TOTAL OPERATING EXPENSE: | \$ 1,582 | \$ 2,262 |
| TOTAL ALL EXPENDITURES | \$ 2,970 | \$ 4,735 |
| TOTAL APPROPRIATION | \$ 4,650 | \$ 4,474 |
| LESS EXPENSES | -2,970 | -4,736 |
| UNEXPENDED APPROPRIATION | \$ 1,680 | \$ -262 |
| CASH BALANCE - FYE | \$11,050 | \$12,192 |

BOARD OF SANITARIANS

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|---|----------|
| Stella Hansen, 841 Woodford St., Missoula, MT | 07/01/86 |
| Sam Kalafat, Box 494, Black Eagle, MT | 07/01/87 |
| Jim Peterson, Dept. of Health, Helena, MT | 07/01/88 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

None.

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

Continue to review and update all forms used to administer the requirements to the law and to review and revise the rules as needed. Increased budget to more appropriately cover expenses and allow additional work to be done for the Board, as well as additional meetings.

BOARD OF SOCIAL WORK EXAMINERS AND
PROFESSIONAL COUNSELORS

I. GOALS AND OBJECTIVES

Goals: To keep the public's welfare in mind in all transactions and to stimulate a high standard of professional goals for each licensee.

Objectives: To receive and examine all applications for licensing in the social work field, determining those individuals that are qualified to take an examination to become licensed in Montana. To work with individuals who may fall short of required qualifications in order they may properly attain the necessary requirements.

II. SUMMARY OF BOARD ACTIVITIES

Held necessary Board meetings, proposed and adopted regulations. Conference calls were held to resolve existing situations.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|---------------------------|--------------|--------------|
| Applications Received | * | 9 |
| Examinations Given | * | 0 |
| Licenses by Exam | * | 2 |
| Licenses | 9 | 132 |
| Licenses Renewed | * | 28 |
| Total Licensees at FY End | | 145 |

* Applicants were grandfathered until October 1, 1984

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

No Complaints

Pending litigation: 1 formal hearing for denial of licensure

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|------|--------------|--------------|
| None | | |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|----------------------|--------------|--------------|
| REVENUE: | | |
| Application Fee | \$ 1,650 | \$ 6,450 |
| Original License Fee | 225 | 3,275 |
| Renewal License Fee | | 1,200 |
| TOTAL REVENUE | \$ 1,875 | \$ 10,925 |

EXPENDITURES:

PERSONAL SERVICES:

| | | |
|----------|--------|----------|
| Salaries | \$ 824 | \$ 1,457 |
|----------|--------|----------|

BOARD OF SOCIAL WORK EXAMINERS AND
PROFESSIONAL COUNSELORS

| | <u>FY 84</u> | <u>FY 85</u> |
|---|--------------|--------------|
| Other Compensation | 550 | 800 |
| Employee Benefits | 176 | 275 |
| TOTAL PERSONAL SERVICES | \$ 1,550 | \$ 2,532 |
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consultant and Professional Services | \$ 100 | \$ 208 |
| Legal Fees and Court Costs | 117 | 894 |
| Printing | 272 | 37 |
| Sec. of State Filing Fees | 105 | 68 |
| Computer Processing Services | 23 | 33 |
| Systems Development and Supplies | 34 | 25 |
| TOTAL CONTRACTED SERVICES | \$ 651 | \$ 1,265 |
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$ 0 | \$ 4 |
| Books and Reference Materials | 0 | 2 |
| Office Supplies - Central Stores | 0 | 17 |
| Office Supplies - Non-state Provider | 95 | 32 |
| General | 0 | 6 |
| TOTAL SUPPLIES AND MATERIALS | \$ 95 | \$ 61 |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 0 | \$ 19 |
| Telephone - Long Distance | 3 | 0 |
| Postage and Mailing | 36 | 305 |
| Telephone - STS Usage | 74 | 59 |
| Advertising | 50 | 0 |
| TOTAL COMMUNICATIONS | \$ 163 | \$ 383 |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 447 | \$ 445 |
| In-state Commercial Transportation | 287 | 369 |
| In-state Other | 11 | 22 |
| In-state Meals | 159 | 99 |
| In-state Meals Overnight | 0 | 58 |
| In-state Lodging | 144 | 216 |
| Out-of-state Commercial Transportation | 0 | 429 |
| Out-of-state Lodging | 0 | 166 |
| Out-of-state Meals Overnight | | 86 |
| TOTAL TRAVEL | \$ 1,048 | \$ 1,890 |
| RENT: | | |
| Photocopy Equipment | \$ 0 | \$ 27 |
| Department of Administration Buildings | 42 | 40 |
| TOTAL RENT | \$ 42 | \$ 67 |
| OTHER EXPENSES: | | |
| Dues | \$ 0 | \$ 77 |
| TOTAL OTHER EXPENSES | \$ 0 | \$ 77 |
| TOTAL OPERATING EXPENSE: | \$ 1,999 | \$ 3,473 |
| TRANSFER ADMINISTRATIVE COSTS | \$ 435 | \$ 435 |

| | FY 84 | FY 85 |
|---|----------|----------|
| BOARD OF SOCIAL WORK EXAMINERS AND PROFESSIONAL COUNSELORS | | |
| TOTAL ALL EXPENDITURES | \$ 3,984 | \$ 6,710 |
| TOTAL APPROPRIATION | \$ 4,350 | \$ 7,356 |
| UNEXPENDED APPROPRIATION | \$ 364 | \$ 646 |
| CASH BALANCE - FYE | \$ 1,581 | \$ 4,226 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|--|---------------------|
| James J. Pomroy, 1539 11th Ave., Helena, MT 59620 | 01/01/87 (Resigned) |
| Patrick J. Kelly, P.O. Box 249, Miles City, MT 59301 | 01/01/87 |
| Peter C. Guthridge, 1211 Grand Ave., Billings, MT 59102 | 01/07/85 |
| Ms. Linda J. Williams, Rt. 1 Box 99, Huntley, MT 59037 | 01/07/85 |
| Ms. Suzanne G. Tiddy, Casey Family Program, Diamond Block, Helena, MT 59601 | 01/07/85 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

None - This Board was initiated in October of 1983.

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

To closely monitor statute and regulations to facilitate and promote an efficient manner of protecting the public. Assist Board members by keeping them informed of information received in the Board office relating to other state Boards.

BOARD OF SPEECH PATHOLOGISTS AND AUDIOLOGISTS

I. GOALS AND OBJECTIVES

Goals: Establishment of a comprehensive Continuing Education Program that will be an effective tool for maintaining professional competence in the Speech Pathology and/or Audiology field.

Objectives: Process licensure applications and grant licensure to qualified applicants, renew all licensees, investigate formal complaints, work with the Office of Public Instruction to resolve issues and problems that arise in the Speech Pathology/Audiology field in the public schools.

II. SUMMARY OF BOARD ACTIVITIES

Changed renewal date to every year. Change laws to register aides and charge a fee.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> | <u>FY 85</u> |
|---------------------------------------|--------------|--------------|
| Applications Received by Category | | |
| Speech Pathology | 15 | 25 |
| Audiology | 6 | 4 |
| New Licenses Granted by Category | | |
| Speech Pathology | 15 | 21 |
| Audiology | 6 | 6 |
| Licenses Renewed by Category | | |
| Speech Pathology | 267 | 31 |
| Audiology | 58 | 2 |
| Total Licensees at FY End by Category | | |
| Speech Pathology | 282 | 219 |
| Audiology | 56 | 47 |

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------------|------------------------------|--------------|--------------|
| Illegal use of Audiology title | Discontinued use of title | 22 | 1 |
| Practicing without a license | Practicing under supervision | 1 | |
| Advertising misleading | Changed advertisement | 1 | 1 |

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|-------|--------------|--------------|
| None. | | |

BOARD OF SPEECH PATHOLOGISTS AND AUDIOLOGISTS

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|---|-----------------|-----------------|
| REVENUE: | | |
| Speech Original/Renewal | \$ 9,800 | \$ 1,550 |
| Audiologists | 1,225 | 100 |
| Speech Application | 1,100 | 2,200 |
| Speech Inactive | 110 | 20 |
| Audiologist Application | 380 | 370 |
| Late Fees | 45 | 290 |
| TOTAL REVENUE | <u>\$12,660</u> | <u>\$ 4,530</u> |
| EXPENDITURES: | | |
| PERSONAL SERVICES: | | |
| Salaries | \$ 1,740 | \$ 1,831 |
| Other Compensation | 250 | 850 |
| Employee Benefits | 364 | 406 |
| TOTAL PERSONAL SERVICES | <u>\$ 2,354</u> | <u>\$ 3,087</u> |
| OPERATING EXPENSES: | | |
| CONTRACTED SERVICES: | | |
| Consultant and Professional Services | \$ 0 | \$ 17 |
| Legal Fees and Court Costs | 39 | 234 |
| Printing | 192 | 501 |
| Secretary of State Filing Fees | 0 | 8 |
| Computer Processing Services | 55 | 11 |
| Systems Development and Supp/D of A | 0 | 35 |
| Systems Development and Supp/Internal | 221 | 21 |
| TOTAL CONTRACTED SERVICES | <u>\$ 507</u> | <u>\$ 827</u> |
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$ 0 | \$ 1 |
| Books and Reference Materials | 1 | 37 |
| Office Supplies - Central Stores | 29 | 93 |
| Office Supplies - Non-state Provider | 7 | 33 |
| TOTAL SUPPLIES AND MATERIALS | <u>\$ 37</u> | <u>\$ 164</u> |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 0 | \$ 134 |
| Telephone - Long Distance | 44 | 38 |
| Postage and Mailing | 308 | 488 |
| Telephone - STS Usage | 138 | 43 |
| Telephone - One time charges | 0 | 33 |
| TOTAL COMMUNICATIONS | <u>\$ 490</u> | <u>\$ 736</u> |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 685 | \$ 568 |
| In-state Commercial Transportation | 313 | 394 |
| In-state Other | 2 | 5 |
| In-state Meals | 165 | 150 |
| In-state Lodging | 45 | 103 |
| In-state Meals Overnight | 0 | 15 |
| Out-of-state Meals | 0 | 25 |
| TOTAL TRAVEL | <u>\$ 1,210</u> | <u>\$ 1,260</u> |

BOARD OF SPEECH PATHOLOGISTS AND AUDIOLOGISTS

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| RENT: | | |
| Meeting Rooms | \$ 0 | \$ 25 |
| Photocopy Equipment | 0 | 15 |
| Department of Administration Buildings | 76 | 40 |
| TOTAL RENT | \$ 76 | \$ 80 |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | \$ 39 | \$ 0 |
| TOTAL REPAIR AND MAINTENANCE | \$ 39 | \$ 0 |
| OTHER EXPENSES: | | |
| Dues & Registration Fee | \$ 20 | \$ 15 |
| TOTAL OTHER EXPENSES | \$ 20 | \$ 15 |
| TOTAL OPERATING EXPENSE: | \$ 2,379 | \$ 3,082 |
| TRANSFER ADMINISTRATIVE COSTS | \$ 1,238 | \$ 1,253 |
| TOTAL ALL EXPENDITURES | \$ 5,971 | \$ 7,421 |
| TOTAL APPROPRIATION | \$13,379 | \$10,089 |
| UNEXPENDED APPROPRIATION | \$ 7,409 | \$ 2,667 |
| CASH BALANCE - FYE | \$14,937 | \$12,037 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|--|----------|
| Carol Schellack, 2600 Beaver Head Lane, Dillon, MT | 12/31/89 |
| Lee E. Micken, 300 N. Willson, Bozeman, MT | 12/31/83 |
| Patircia Dubray, 2007 Miles ave., Billings, MT | 12/31/86 |
| Bette Himer, 831 Dove St., Glendive, MT | 12/31/87 |
| Mary Suzanne Bobowiec, Box 4234, Missoula, MT | 12/31/84 |
| Floyd McDowell, 39 A St. N., Great Falls, MT | 12/31/88 |
| Gene Bukowski, 1302 Blue Bell, Billings, MT | 12/31/86 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

To allow the Board to register aides and charge a fee commensurate with cost.
Change renewal date to every year.

BOARD OF VETERINARIANS

I. GOALS AND OBJECTIVES

Goals: The goal of the Board of Veterinary Medicine is to provide and assure protection to the public that persons practicing or commencing to practice veterinary medicine in Montana meet educational and professional standards of competence and to maintain that competency by regulation in accordance with the statutes and rules in the best interest of the public.

Objectives: To review complaints against licensees to determine if disciplinary actions are warranted, and if so, to initiate the same. To investigate complaints against individuals practicing veterinary medicine without a license. to examine qualified applicants for licensure as a veterinarian and to assure that they are competent to practice by passage of a written, practical and oral examination as required. To issue annual certificates of registration each year to licensed veterinarians who have satisfied the requirement of attendance at a continuing educational program approved by the educational programs and determine their pertinency and relevancy. To provide for the inspection of veterinary facilities to maintain uniform standards of sanitation and cleanliness.

II. SUMMARY OF BOARD ACTIVITIES

There were two Board meetings and examinations held in FY 84; and on Conference Call, three Board meetings and two examinations held in FY 85.

The Board filed one notice of proposed rule amendments and one Administrative Order pertaining to the change in the name of the Board; change in the date for the annual renewal of certificate of registration and continuing education; and the procedure for filing for Temporary Permits.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

| | <u>FY 84</u> 65 | <u>FY 85</u> 66 |
|--|--------------------|--------------------|
| Applications Received by Category | | |
| Examinations Given by Category (Passing) | | |
| Veterinarian | 59(55) | 56(51) |
| New Licenses Granted by Category | | |
| Veterinarian | 60 | 50 |
| Licenses Renewed by Category | | |
| Veterinarian | 681 | 156* |
| Total Licensees at FY End by Category | | |
| Veterinarian | 748 | 778 |
| Temporary Permits Issued | 9 | 5 |
| Renewals Verified for Continuing Education | 671 | 156 |

*The reason for the low number of renewals is because the renewal date was changed from July 1 to November 1 in 1985.

Board of Veterinarians

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

| <u>TYPE OF COMPLAINT</u> | <u>DISPOSITION</u> | <u>FY 84</u> | <u>FY 85</u> |
|--|--|--------------|--------------|
| Practicing veterinary medicine without a license | Letter of Warning (6) | 1 | 1 |
| Suspension or reprimand of State Veterinarian Deputy | 90 day suspension deferred for 1 year (1) No action (1) | 1 | 1 |
| Competence | No Violation (2) | 0 | 2 |
| Procedure used by Dept. of FWP | No Action (1) | 0 | 1 |

Of the eleven complaints received in the biennium, seven were filed by veterinarians, two by the public, and two were received from the Department of Livestock.

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

| | <u>FY 84</u> | <u>FY 85</u> |
|--|--------------|--------------|
| Revoked | 0 | 0 |
| Suspended (Deferred) | 1 | 0 |
| Other Disciplinary Action | 0 | 0 |
| Forfeited for non-payment of renewal fees and/or non-compliance with the C.E. requirements | 13 | 16 |

VI. FISCAL INFORMATION

| | <u>FY 84</u> | <u>FY 85</u> |
|--------------------------|--------------|--------------|
| REVENUE: | | |
| Veterinarian Renewal | \$17,025 | \$ 3,900 |
| Veterinarian Restoration | 1,350 | 1,499 |
| Miscellaneous Receipts | 10 | |
| Veterinarian Examination | <u>4,575</u> | <u>4,950</u> |
| TOTAL REVENUE | \$22,960 | \$10,349 |

EXPENDITURES:

| | | |
|-------------------------|--------------|--------------|
| PERSONAL SERVICES: | | |
| Salaries | \$ 6,115 | \$ 6,873 |
| Other Compensation | 1,850 | 2,500 |
| Employee Benefits | <u>1,130</u> | <u>1,330</u> |
| TOTAL PERSONAL SERVICES | \$ 9,095 | \$10,703 |

OPERATING EXPENSES:

CONTRACTED SERVICES:

| | | |
|--------------------------------------|--------|--------|
| Consultant and Professional Services | \$ 150 | \$ 216 |
| Legal Fees and Court Costs | 749 | 200 |

| | FY 84 | FY 85 |
|---|----------|----------|
| BOARD OF VETERINARIANS | | |
| Printing | 636 | 410 |
| Microfilm Services | 0 | 17 |
| Consultant & Other Travel | 141 | 0 |
| Secretary of State Filing Fees | 75 | 143 |
| Computer Processing Services | 12 | 29 |
| Systems Development and Supp/D. of A | 0 | 18 |
| Systems Development and Supp/Internal | 64 | 88 |
| TOTAL CONTRACTED SERVICES | \$ 1,827 | \$ 1,121 |
| SUPPLIES AND MATERIALS: | | |
| Photo and Reproduction | \$ 0 | \$ 5 |
| Books and Reference Materials | 7 | 0 |
| Paper/Central Store | 0 | 6 |
| Office Supplies - Central Stores | 34 | 53 |
| Office Supplies - Non-state Provider | 126 | 171 |
| General | 38 | 8 |
| TOTAL SUPPLIES AND MATERIALS | \$ 205 | \$ 243 |
| COMMUNICATIONS: | | |
| Telephone - Local Service and Equipment | \$ 50 | \$ 81 |
| Telephone - Long Distance | 71 | 77 |
| Postage and Mailing | 804 | 910 |
| Telephone - STS Usage | 75 | 87 |
| Telephone - One Time Charges | 0 | 1 |
| TOTAL COMMUNICATIONS | \$ 1,000 | \$ 1,156 |
| TRAVEL: | | |
| In-state Personal Car Mileage | \$ 1,255 | \$ 1,363 |
| In-state Meals | 508 | 18 |
| In-state Meals Overnight | 0 | 434 |
| In-state Lodging | 635 | 624 |
| In-state Motor Pool | 73 | 0 |
| Out-of-state Commercial Transportation | 298 | 680 |
| Out-of-state Meals | 23 | 0 |
| Out-of-state Lodging | 50 | 88 |
| Out-of-state Meals Overnight | 0 | 76 |
| TOTAL TRAVEL | \$ 2,842 | \$ 3,283 |
| RENT: | | |
| Meeting Rooms | \$ 0 | \$ 20 |
| Office Equipment | 63 | 0 |
| Photocopy Equipment | 0 | 46 |
| Department of Administration Buildings | 167 | 142 |
| TOTAL RENT | \$ 230 | \$ 208 |
| REPAIR AND MAINTENANCE: | | |
| Maintenance Contracts | \$ 40 | \$ 4 |
| TOTAL REPAIR AND MAINTENANCE | \$ 40 | \$ 4 |
| OTHER EXPENSES: | | |
| Registration Fees for Training | \$ 20 | 0 |
| Tuition | 0 | 80 |
| General | 22 | 12 |
| TOTAL OTHER EXPENSES | \$ 42 | \$ 92 |

BOARD OF VETERINARIANS

| | <u>FY 84</u> | <u>FY 85</u> |
|-------------------------------|--------------|--------------|
| TOTAL OPERATING EXPENSE: | \$ 6,186 | \$ 6,107 |
| EQUIPMENT: | | |
| Office | \$ 99 | \$ 1,435 |
| TOTAL EQUIPMENT | \$ 99 | \$ 1,435 |
| TRANSFER ADMINISTRATIVE COSTS | \$ 2,852 | \$ 2,887 |
| TOTAL ALL EXPENDITURES | \$18,232 | \$21,132 |
| TOTAL APPROPRIATION | \$26,832 | \$26,233 |
| UNEXPENDED APPROPRIATION | \$ 8,600 | \$ 5,101 |
| CASH BALANCE - FYE | \$33,880 | \$23,020 |

VII. BOARD MEMBERSHIP DURING BIENNIUM

| | |
|--|----------|
| Harry A. Michael, DVM, Box 126, Worden, MT | 07/31/83 |
| Duane M. Douglas, DVM, Box 703, Sidney, MT | 07/31/84 |
| R.J. Brophy, DVM, 1116 North 1st, Hamilton, MT | 07/31/85 |
| Douglas Delaney, 102 S. Carroll Tr., Lewistown, MT | 07/31/85 |
| William D. McFarland, DVM, Box 360 Ft. Benton, MT | 07/31/86 |
| Richard L. Smith, DVM, Box 944, Forsyth, MT | 07/31/87 |
| J.C. Burkhartsmeier, DVM, 1301 Cedar St., Helena, MT | 07/31/88 |
| William J. Quinn, DVM, Box 997, Bozeman, MT | 07/31/89 |

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

Chapter No. 43, L. 1985, An act changing the name of the Board of Veterinarians to the Board of Veterinary Medicine; including dentistry in the definition of veterinary medicine; changing provisions relating to employment of students as veterinarians' assistants; changing the deadline for payment of the fee for renewal of a veterinarian's license.

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

To require that applicants for licensure as a veterinarian be required to take the Clinical Competency Test commencing with the June 1986 examination.

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